

# BAY COUNTY BOARD OF COMMISSIONERS

2021

## GENERAL APPROPRIATION BUDGET ACT RESOLUTION

**BY:** BAY COUNTY BOARD OF COMMISSIONERS

**WHEREAS,** THE PROPOSED 2021 BAY COUNTY BUDGET HAS BEEN  
SUBMITTED TO THE BAY COUNTY BOARD OF COMMISSIONERS;  
PURSUANT TO THE PROVISIONS OF ACT 43 OF THE P.A., 1963, AS  
AMENDED BY P.A. 40 OF 1995, OF THE STATE OF MICHIGAN

**WHEREAS,** THE TOTAL NUMBER OF MILLS TO BE LEVIED IN 2020 FOR 2021  
OPERATIONS IS 10.3209. THE PURPOSE FOR WHICH THAT MILLAGE  
IS TO BE LEVIED IS AS FOLLOWS:

BAY COUNTY GENERAL OPERATING	5.7257
BAY COUNTY LIBRARY OPERATING	1.7500
BAY COUNTY MOSQUITO CONTROL	.5500
BAY COUNTY SENIOR CITIZENS .....	.5500
BAY COUNTY 911 CENTRAL DISPATCH	.7000
BAY COUNTY MEDICAL CARE FACILITY	.7500
BAY COUNTY HISTORICAL.....	.0952
BAY COUNTY GYPSY MOTH.....	.1000
BAY COUNTY VETERANS.....	.1000
TOTAL	10.3209

**WHEREAS,** IN CONFORMITY WITH ACT 2, MICHIGAN PUBLIC ACT OF 1968, AS  
AMENDED, IT IS REQUIRED THAT A GENERAL APPROPRIATIONS  
ACT BE ADOPTED WHICH SETS FORTH THE AMOUNTS  
APPROPRIATED BY THE BAY COUNTY BOARD OF COMMISSIONERS  
TO DEFRAY EXPENDITURES AND MEET THE LIABILITIES OF BAY  
COUNTY FOR THE ENSUING 2021 FISCAL YEAR ENDING  
DECEMBER 31, AND WHICH ALSO SETS FORTH THE ESTIMATED  
REVENUES, BY SOURCE IN EACH FUND FOR THE ENSUING YEAR,  
WHICH SAID ESTIMATED REVENUES AND EXPENDITURES/  
EXPENSES ARE BALANCED AS FOLLOWS:

GENERAL OPERATING FUND	37,337,801
SPECIAL REVENUE FUNDS	26,948,600
DEBT SERVICE FUNDS	841,612
CAPITAL PROJECT FUNDS	3,887,443
ENTERPRISE FUNDS	29,274,369
INTERNAL SERVICE FUNDS	8,201,945
TRUST FUNDS	31,100,012
<b>GRAND TOTAL</b>	<b>137,591,782</b>

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**WHEREAS,** SOME OF THE BUDGETED FUNDS ABOVE ARE APPROVED BY SEPARATE GOVERNING BOARDS. THE INCLUSION OF THOSE FUNDS IN THIS RESOLUTION IS FOR INFORMATIONAL PURPOSES ONLY;

**RESOLVED,** BY THIS BOARD OF COMMISSIONERS OF BAY COUNTY, MICHIGAN, THAT THE 2021 BAY COUNTY BUDGET, AS PRESENTED TO THE BAY COUNTY COMMISSIONERS IS ADOPTED ON A FUNCTIONAL LEVEL FOR THE GENERAL FUND AND ALL SPECIAL REVENUE FUNDS, SUBJECT TO ALL COUNTY POLICIES REGARDING THE EXPENDITURE OF FUNDS AND THE CONDITIONS SET FORTH IN THIS RESOLUTION; AND BE IT FURTHER

**RESOLVED,** THAT THE PROPER ELECTED AND APPOINTED COUNTY OFFICIALS ARE DIRECTED TO IMPLEMENT THIS 2021 COUNTY BUDGET IN CONFORMITY WITH ITS PROVISIONS; BE IT FURTHER

**RESOLVED,** THAT THE FOLLOWING BUDGET STIPULATIONS ARE ADOPTED IN CONFORMITY WITH THE 2021 BUDGET AND ALL PROPER AND NECESSARY COUNTY OFFICIALS ARE DIRECTED TO FOLLOW THESE STIPULATIONS WHILE IMPLEMENTING THE 2021 BUDGET:

1. THE FOLLOWING ACCOUNTS SHALL HAVE THEIR APPROPRIATIONS DISTRIBUTED QUARTERLY UNLESS OTHERWISE DIRECTED BY THE BAY COUNTY BOARD OF COMMISSIONERS.

- A. SUBSTANCE ABUSE APPROPRIATION
- B. BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY
- C. MID-MICHIGAN DISPUTE RESOLUTION

THE APPROPRIATION IN FISCAL YEAR 2021 TO THE BAY-ARENAC BEHAVIORAL HEALTH AUTHORITY WILL BE \$682,242.

2. STATE AND FEDERAL GRANT REIMBURSEMENTS TO ALL APPLICABLE FUNDS OF THE COUNTY ARE OF EVER INCREASING IMPORTANCE. NOW, THEREFORE; THE FINANCE DEPARTMENT SHALL PREPARE AND IMPLEMENT THE NECESSARY CHARGES AND ACCOUNTING PROCEDURES TO INSURE THESE REIMBURSEMENTS ARE TIMELY AND CORRECT.

3. THE COUNTY EXECUTIVE SHALL COMPLY WITH THE PROVISIONS OF ACT 139 IN MAKING QUARTERLY REPORTS TO THE BAY COUNTY COMMISSIONERS AND THOSE

REPORTS WILL INCLUDE AT LEAST THE COUNTY'S RECEIPT OF REVENUES, AND DISBURSEMENT OF EXPENDITURES/ EXPENSES FROM THE VARIOUS DEPARTMENTS ON A LINE ITEM BASIS FOR ALL FUNDS.

4. NO MEMBER OF THE BOARD OF COMMISSIONERS, THE COUNTY EXECUTIVE, ANY ELECTED OFFICER, THE FINANCE OFFICER, ANY OTHER ADMINISTRATIVE OFFICER OR EMPLOYEE OF BAY COUNTY SHALL CREATE A DEBT, INCUR A FINANCIAL OBLIGATION ON BEHALF OF THE COUNTY AGAINST AN APPROPRIATION ACCOUNT IN EXCESS OF THE AMOUNT AUTHORIZED, NOR APPLY OR DIVERT MONEY OF THE COUNTY FOR PURPOSES INCONSISTENT WITH THOSE SPECIFIED IN THE GENERAL APPROPRIATIONS MEASURE AS APPROVED AND AMENDED BY THE BOARD OF COMMISSIONERS.
5. ANY VIOLATION OF THE GENERAL APPROPRIATIONS MEASURE BY THE COUNTY EXECUTIVE, ANY ELECTED OFFICER, THE FINANCE OFFICER, ANY ADMINISTRATIVE OFFICER, EMPLOYEE OF BAY COUNTY, OR MEMBER OF THE BOARD OF COMMISSIONERS DETECTED THROUGH APPLICATION OF GENERALLY ACCEPTED ACCOUNTING PRINCIPLES AND/OR AUDITING STANDARDS UTILIZED BY BAY COUNTY OR DISCUSSED IN AN AUDIT OF THE FINANCIAL RECORDS AND ACCOUNTS OF THE COUNTY SHALL BE FILED WITH THE STATE TREASURER AND REPORTED BY THE STATE TREASURER TO THE ATTORNEY GENERAL. PURSUANT TO PUBLIC ACT 621 OF 1978, THE UNIFORM BUDGETING AND ACCOUNTING ACT, THE ATTORNEY GENERAL SHALL REVIEW THE REPORT AND INITIATE APPROPRIATE ACTION AGAINST THE PERSON OR PERSONS IN VIOLATION. FOR USE AND BENEFIT OF THE COUNTY OF BAY, THE ATTORNEY GENERAL OR PROSECUTING ATTORNEY MAY INSTITUTE A CIVIL AND/OR CRIMINAL ACTION IN A COURT OF COMPETENT JURISDICTION FOR THE RECOVERY OF COUNTY FUNDS DISCLOSED BY AN EXAMINATION TO HAVE BEEN ILLEGALLY EXPENDED OR COLLECTED AS A RESULT OF MALFEASANCE, AND FOR THE RECOVERY OF PUBLIC PROPERTY DISCLOSED TO HAVE BEEN CONVERTED OR MISAPPROPRIATED.

6. THE BAY COUNTY EXECUTIVE SHALL PREPARE AS AN EXPLANATION TO THE 2021 BUDGET THE FOLLOWING CHARTS AND DESCRIPTION:
  - A. SOURCE AND USE OF MONIES
  - B. EXPENDITURE SUMMARIES BY FUNCTION
  - C. DEPARTMENT/PROGRAM DESCRIPTION AND NUMBER OF PERSONNEL OF ALL DEPARTMENTS BUDGETED IN THE 2021 BUDGET
7. THE LEVEL OF EXPENDITURES OF THE FOLLOWING FUNDS ARE PREDICATED ON RECEIPT OF ANTICIPATED REVENUES FROM STATE AND/OR FEDERAL AGENCIES:
  - A. GENERAL OPERATING FUND
  - B. 911 CENTRAL DISPATCH FUND
  - C. FRIEND OF THE COURT FUND
  - D. HEALTH FUND
  - E. MOSQUITO CONTROL FUND
  - F. INDIGENT DEFENSE FUND
  - G. DRUG LAW ENFORCEMENT -BAYANET
  - H. LIBRARY FUND
  - I. COMMUNITY CORRECTIONS FUND
  - J. DEPARTMENT ON AGING FUND
  - K. CHILD CARE FUND
  - L. MEDICAL CARE FACILITY FUND
  - M. HOUSING FUND
  - N. DRAIN FUND
8. THE BAY COUNTY EXECUTIVE IS DIRECTED TO CHARGE ALL FUNDS FOR THE ACTUAL CHARGES FOR FRINGE BENEFITS. IF THE ACTUAL CHARGES EXCEED OR ARE LESS THAN WHAT HAS BEEN BUDGETED AS A RESULT OF RATE CHANGES, ALL APPLICABLE BUDGET ADJUSTMENTS MUST BE APPROVED BY THE BOARD OF COMMISSIONERS AS SOON AS THE NEW RATES ARE IMPLEMENTED OR SHORTLY THEREAFTER.
9. EXCEPT FOR THE COURTS AND THE PERFORMANCE OF STATUTORY DUTIES BY THE PROSECUTING ATTORNEY, NO FUNDS APPROPRIATED IN THE 2021 GENERAL FUND EXPENDITURES BUDGET, WHETHER IN LINE ITEMS LABELED



LEGAL OR NOT, MAY BE EXPENDED FOR LITIGATION AGAINST ANOTHER GOVERNMENTAL ENTITY, ELECTED OFFICIAL, OR BODY OR PUBLIC CORPORATION WITHOUT THE PERMISSION OF THE BAY COUNTY BOARD OF COMMISSIONERS.

10. THE FEE SCHEDULE MARKED AS APPENDIX A IS MADE A PART HEREOF AND IDENTIFIES CERTAIN DEPARTMENTAL FEES THAT WILL BE INCREASED EFFECTIVE JANUARY 1, 2021, UNLESS OTHERWISE INDICATED.
11. THE WORKING 2021 BUDGET FOR ALL ACTIVITIES OF ALL FUNDS WILL BE MONITORED ONTO THE FOLLOWING SIX BUDGETARY CATEGORIES, WHICH IS IN ACCORDANCE WITH THE STATE'S LEGAL REQUIREMENT AND IS THE LEVEL OF CLASSIFICATION DETAIL AT WHICH EXPENDITURES MAY NOT LEGALLY EXCEED APPROPRIATIONS:
  - A. PERSONAL SERVICES
  - B. SUPPLIES
  - C. OTHER SERVICES & CHARGES
  - D. CAPITAL OUTLAY
  - E. DEBT SERVICE
  - F. TRANSFERS

AND SUBJECT TO THE FOLLOWING RESTRICTIONS:

- A. THE ELECTED OFFICIALS AND AUTHORIZED DEPARTMENT/DIVISION HEADS ARE AUTHORIZED TO TRANSFER BUDGETED AMOUNTS BETWEEN LINE ITEMS WITHIN A CATEGORY.
- B. THE ELECTED OFFICIALS AND AUTHORIZED DEPARTMENT/DIVISION HEADS ARE AUTHORIZED TO TRANSFER BUDGETED AMOUNTS BETWEEN CATEGORIES. ANY ADJUSTMENTS THAT ALTER THE TOTAL BUDGET OF ANY CATEGORY BY \$5,000 MUST BE APPROVED BY THE BOARD OF COMMISSIONERS
- C. IF A BUDGET ADJUSTMENT BETWEEN CATEGORIES IS DETERMINED TO BE REQUIRED BECAUSE OF AN ACCOUNTING CHANGE OR ERRORS AND OMISSIONS, AND THE USE OF THE APPROPRIATED FUNDS HAS NOT CHANGED, THE BUDGET ADJUSTMENT ONLY REQUIRES PRIOR APPROVAL OF THE FINANCE OFFICER.

- D. APPROPRIATIONS IN THE PERSONAL SERVICES CATEGORY MAY ONLY BE EXPENDED FOR PERSONAL SERVICES, AND ANY APPROPRIATIONS NOT EXPENDED DUE TO VACANCIES, RESIGNATIONS, ETC., SHALL BE REMOVED FROM THE 2021 DEPARTMENTAL EXPENDITURE BUDGETS AND PLACED IN FUND BALANCE BY THE FINANCE DEPARTMENT UNLESS OTHERWISE APPROVED BY THE BOARD OF COMMISSIONERS.
- E. 2021 CAPITAL EXPENDITURES WILL BE LIMITED TO THOSE APPROVED WITH THIS RESOLUTION (APPENDIX B). ANY MODIFICATIONS OF A DEPARTMENT'S CAPITAL OUTLAY CATEGORY GREATER THAN \$5,000 PER ITEM, MUST FIRST GAIN APPROVAL OF THE BOARD OF COMMISSIONERS.
- F. **THE FINANCE DEPARTMENT IS AUTHORIZED TO ADJUST COUNTY GRANT BUDGETS, TO ALIGN WITH THE FINAL STATE & FEDERAL AWARDS, AS LONG AS THE TOTAL BUDGET DOES NOT EXCEED THE ORIGINAL APPROVED GRANT TOTAL. ADJUSTMENTS WOULD BE BETWEEN LINE ITEMS AND/OR CATEGORIES AS NEEDED.**

HOWEVER, THE WORKING 2021 BUDGET FOR ALL ACTIVITIES OF ALL FUNDS WILL BE ACCOUNTED FOR AND REPORTED ON A LINE-ITEM BASIS.

- 12. AT THE END OF THE 2021 FISCAL YEAR THE VALUE OF ALL ENCUMBRANCES FOR ANY UNLIQUIDATED COMMITMENT OR OBLIGATION (I.E. OPEN PURCHASE ORDER OR UNFULFILLED CONTRACT) OF THE COUNTY SHALL BECOME A PART OF DESIGNATED FUND BALANCE. IN 2021 THE FINANCE DEPARTMENT SHALL REAPPROPRIATE FROM DESIGNATED FUND BALANCE TO THE RESPECTIVE BUDGETS THE VALUE OF SUCH COMMITMENTS OR OBLIGATIONS FROM THE FUND BALANCE DESIGNATED FOR ENCUMBRANCES. IN ADDITION IN 2021, THE FINANCE DEPARTMENT SHALL REAPPROPRIATE TO THE RESPECTIVE CAPITAL PROJECT BUDGETS THE VALUE OF UNSPENT/UNENCUMBERED FUNDS APPROPRIATED IN 2020 FOR SUCH PROJECT.
- 13. THE CHAIRMAN OF THE BOARD OF COMMISSIONERS IS THE AUTHORIZED DEPARTMENT HEAD FOR ALL BOARD OF COMMISSIONERS BUDGET ACTIVITIES.

14. THE COUNTY EXECUTIVE SHALL SUBMIT TO THE BOARD OF COMMISSIONERS AT THEIR ANNUAL ORGANIZATIONAL MEETING, A LIST OF "AUTHORIZED DEPARTMENT HEADS."
15. ALL ELECTED OFFICIALS, EXCLUSIVE OF THE BOARD OF COMMISSIONERS, AND NON-REPRESENTED EMPLOYEES SHALL RECEIVE A PAY INCREASE EQUAL TO THE BOARD APPROVED INCREASE OFFERED TO THE UNITED STEELWORKERS OF AMERICA (U.S.W.A.) - FULL TIME BARGAINING UNIT. THIS METHOD SHALL BE USED FOR ALL FUTURE WAGE INCREASES. ELECTED OFFICIALS AFFECTED ARE AS FOLLOWS:

EXECUTIVE  
PROSECUTOR  
TREASURER  
CLERK  
REGISTER OF DEEDS  
DRAIN COMMISSIONER  
ROAD COMMISSIONERS

THE BAY COUNTY BOARD OF COMMISSIONERS SHALL BE REIMBURSED AT THE ANNUAL IRS APPROVED RATE FOR MILEAGE FOR ALL TRAVEL MADE IN THE COURSE OF COUNTY BUSINESS, INCLUDING TRAVEL MILES INCURRED TO AND FROM A COMMISSIONER'S PLACE OF RESIDENCE.

16. THE BAY COUNTY CIRCUIT COURT EXPENDITURE BUDGET CONSISTS OF \$2,874,702 PERSONNEL COST AND \$883,183 OTHER OPERATING EXPENDITURES, FOR A TOTAL APPROPRIATION OF \$3,757,885. THE CIRCUIT COURT BUDGETS INCLUDE: CIRCUIT COURT, CIRCUIT COURT ADULT PROBATION, CIRCUIT ADULT DRUG COURT, FRIEND OF THE COURT, FRIEND OF THE COURT COOPERATIVE REIMBURSEMENT, FRIEND OF THE COURT MEDIATION DUTIES, LAW LIBRARY AND JURY/JUDICIAL COUNCIL.
17. THE BAY COUNTY PROBATE COURT EXPENDITURE BUDGET CONSISTS OF \$ 930,086 PERSONNEL COST AND \$332,415 OTHER OPERATING EXPENDITURES, FOR A TOTAL APPROPRIATION OF \$1,262,501. TOTAL EXPENDITURES INCLUDE PROBATE COURT AND PUBLIC GUARDIAN.



18. THE BAY COUNTY DISTRICT COURT EXPENDITURE BUDGET CONSISTS OF \$1,737,713 PERSONNEL COST AND \$138,041 OTHER OPERATING EXPENDITURES, FOR A TOTAL APPROPRIATION OF \$1,875,754. TOTAL EXPENDITURES INCLUDE DISTRICT COURT, DISTRICT COURT ADULT PROBATION AND DISTRICT COURT OWI TREATMENT GRANT.
19. ANY NON-COUNTY ENTITY RECEIVING FUNDS FROM THE COUNTY MUST PRESENT THE BOARD OF COMMISSIONERS WITH DETAILED FINANCIAL REPORTS NO LESS THAN ANNUALLY. THESE ENTITIES SHALL BE PROPERLY BONDED AND INSURED TO PROTECT THE COUNTY FROM ANY AND ALL LIABILITY RESULTING FROM THE ENTITY'S ACTIONS. THE BAY COUNTY EXECUTIVE SHALL STOP PAYMENT OF COUNTY FUNDS TO ANY ENTITY THAT FAILS TO COMPLY WITH THESE REQUIREMENTS.
20. 2021 MEETING PER DIEM RATES FOR BOARDS AND COMMISSIONERS SHALL BE REIMBURSED AS FOLLOWS:

<u>BOARD</u>	<u>PER DIEM RATE</u>
JURY	Annual Jury Board Stipend of \$200 to cover all meetings held in a calendar year
ELECTIONS	\$50.00 ½ DAY \$100.00 FULL DAY
BOARD OF CANVASSERS	\$50.00 ½ DAY \$100.00 FULL DAY
BLDG AUTHORITY	\$45.00 PER MTG
SAG.MID.BAY-JOB TRAIN. CONSORT. MI WORKS	\$45.00 PER MTG
MIDLAND-BAY-SAGINAW AIRPORT	\$45.00 PER MTG
MI DEPT HUMAN SERV BRD –BAY CITY	\$45.00 PER MTG

21. ALL PERSONNEL VACANCIES, REGARDLESS OF FUND, THAT ARE BUDGETED OR OCCUR IN THE 2021 DEPARTMENT EXPENDITURES BUDGET SHALL BE FILLED ONLY AFTER CONCURRENCE BY THE BOARD OF COMMISSIONERS.



22. THE COUNTY TREASURER IS AUTHORIZED, AS PERMITTED BY THE STATUTE, TO ADVANCE THE NECESSARY FUNDS FROM THE GENERAL FUND TO ANY SPECIAL REVENUE FUND FOR CASH FLOW PURPOSES.

MICHAEL J. DURANCZYK, CHAIR  
AND BOARD

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

		<u>2020</u>	<u>2021</u>
<b><u>ANIMAL CONTROL DEPARTMENT</u></b>			
<b>ADOPTION-DOGS</b>			
	License	10.00	10.00
	Adoption	18.00	18.00
	Total	<u>28.00</u>	<u>28.00</u>
Prepayment of sterilization and rabies vaccination is required prior to animal release.			
	ADOPTION -DOG (CGC "Canine Good Citizen" Trained)	228.00	228.00
<b>ADOPTION-CATS</b>			
	License	10.00	10.00
	Adoption	18.00	18.00
	Total	<u>28.00</u>	<u>28.00</u>
Prepayment of sterilization and rabies vaccination is required prior to animal release.			
	ANIMAL LICENSE		
	Unaltered	30.00	30.00
	Unaltered-Late	50.00	50.00
	Altered	10.00	10.00
	Altered-Late	30.00	30.00
	3 YEAR LICENSE		
	Unaltered	75.00	75.00
	Dogs and Cats		
	Unaltered (Late)	95.00	95.00
	Altered	25.00	25.00
	Altered (Late)	45.00	45.00
	LICENSE-KENNEL		
	1 to 5 dogs	19.00	19.00
	6 to 10 dogs	34.00	34.00
	11 to 15 dogs	53.00	53.00
	Each additional 10 dogs	27.00	27.00
	ANIMAL PICK-UP		
	Owner/Business Request-Daytime	42.00	42.00
	Owner/Business Request-After-Hours	84.00	84.00
	IMPOUNDMENT		
	1st Time	42.00	42.00
	2nd Time	94.00	94.00
	3rd Time	166.00	166.00
	4th Time	312.00	312.00
	BOARD & CARE		
	Small Animals, per day	13.00	13.00
	Large Animals, per day	25.00	25.00
	EUTHANASIA		
	Owner Requested	48.00	48.00
	Disposal	19.00	19.00

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**BAY COUNTY USER FEES**  
**2020 and 2021**

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		<u>2020</u>	<u>2021</u>
<u><b>CLERK</b></u>			
ASSUMED NAME (DBA) FILING-	Includes 2 certified copies	10.00	10.00
ASSUMED NAME CERTIFIED COPY		2.00	2.00
ASSUMED NAME DISCONTINUANCE		10.00	10.00
BIRTH CERTIFICATES	Certified	14.00	14.00
	Each additional copy of same recor	3.00	3.00
DEATH CERTIFICATES	Certified	14.00	14.00
	Each additional copy of same recor	3.00	3.00
	Non-Certified	4.50	5.00
MARRIAGE CERTIFICATES	Certified	14.00	14.00
	Each additional copy of same recor	3.00	3.00
	Non-Certified	4.50	5.00
CO-PARTNERSHIP FILING	Includes 2 certified copies	10.00	10.00
CO-PARTNERSHIP	Certified Copy	2.00	2.00
CO-PARTNERSHIP	Discontinuance	10.00	10.00
CONCEALED WEAPONS PERMIT	New	100.00	100.00
	Renewal	115.00	115.00
	Duplicate	10.00	10.00
CRIMINAL RECORDS SEARCH	Each	10.00	0.00
ADDITIONAL COPIES	Each	3.00	3.00
PHOTOCOPY	Each	1.00	1.00
CERTIFIED		2.00	2.00
MARRIAGE LICENSE	Bay County Resident	20.00	20.00
	Out of State Resident	30.00	30.00
MARRIAGE CEREMONY FEE	Performed by County Clerk	25.00	25.00
Waive 3 day waiting period for marriage license		15.00	20.00
NOTARY PUBLIC	Bond Filing	10.00	10.00
POWER OF ATTORNEY FILING		1.00	1.00
POWER OF ATTORNEY	Certified Copy	10.00	10.00

**BAY COUNTY USER FEES  
2020 and 2021**

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2020

2021

**EQUALIZATION**

SUMMER TAX BILLING	Tax bills and receipt	0.20	0.20
	Tax roll per page	0.10	0.10
	Personnel	0.25	0.25
	Envelope	0.05	0.05
WINTER BILL	Tax bills and receipt	0.20	0.20
	Tax roll per page	0.10	0.10
	Maintenance	1.10	1.10
	Personnel	0.25	0.25
	Envelope	0.05	0.05
CHANGE OF ASSESSMENT NOTICES	Notices	0.15	0.15
	Rolls per page	0.10	0.10
	Envelope	0.05	0.05
PERSONAL PROPERTY STATEMENTS		0.35	0.35
In addition to the above charges, will also bill back to the units the cost of postage			
ELECTRONIC TRANSFER OF COUNTY-WIDE ASSESSMENT INFORMATION (INCLUDES NAME, ADDRESS & PROPERTY DESCRIPTION) PERCENTAGE OF PARCELS		520.00	530.00
0% - 25%		130.00	133.00
25.01% - 50%		260.00	265.00
50.01% - 75%		390.00	398.00
75.01% - 100%		520.00	530.00
REPORTS/PRINTOUTS	Flat Fee	10.00	10.00
	Plus Per Page	0.10	0.10
LABELS			
NAME & ADDRESS OR NAME, ADDRESS & PROPERTY DESCRIPTION			
0 - 50	Flat Fee	5.00	5.00
	Plus Each Per Label	0.20	0.20
OVER 50 LABELS	Flat Fee	15.00	15.00
	Plus Each Per Label	0.03	0.03
COPIES--8.5" X 11.0"		0.50	0.50
(INCLUDING TAX MAPS, ARCHIVED ASSESSMENT RECORDS)			

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**BAY COUNTY USER FEES  
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**GOLF COURSE**

		<b><u>2020</u></b>	<b><u>2021</u></b>
TRAIL FEES	Seasonal	150.00	150.00
GREEN FEES-9 HOLES			
	Green Fees	14.00	17.00
	Twilight	12.00	13.00
	Senior (age 60 or over) or Military *	10.00	12.00
	Junior (under age 18)	8.00	8.00
	League Play		16.00
GREEN FEES - 9 HOLES W/CART			
	Green Fees	20.00	23.00
	Twilight	17.00	18.00
	Senior (age 60 or over) or Military *	16.00	18.00
	Junior (under age 18)	14.00	14.00
	League Play		22.00
GREEN FEES - 18 HOLES			
	Green Fees	23.00	23.00
	Twilight	20.00	20.00
	Senior (age 60 or over) or Military *	15.00	16.00
	Junior (under age 18)	11.00	11.00
GREEN FEES -18 HOLES W/CART			
	Green Fees	32.00	35.00
	Twilight	30.00	28.00
	Senior (age 60 or over) or Military *	27.00	28.00
	Junior (under age 18)	23.00	23.00
	Weekend 4 some special -4 ppl req	120.00	120.00
CART RENTAL-9 HOLES			
	Daily - per rider	6.00	6.00
	Pull Cart Fee	3.00	3.00
	Twilight	5.00	6.00
CART RENTAL - 18 HOLES			
	Daily - per rider	12.00	12.00
	Pull Cart Fee	3.00	3.00
	Twilight	9.00	10.00

**BAY COUNTY USER FEES  
2020 and 2021**

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		<u>2020</u>	<u>2021</u>
<b>GOLF OUTINGS</b>			
<b>18 HOLES WITH A CART FOR OUTINGS</b>			
	39 or less players	32.00	35.00
	40 - 70 players	30.00	28.00
	71 - and more players	27.00	28.00
<b>9 HOLES WITH A CART FOR OUTINGS</b>			
	39 or less players	20.00	23.00
	40 - 70 players	17.00	18.00
<b>ALL SENIOR WEEKDAY OUTINGS - 18 Holes w/ cart</b>			
	39+ players	24.00	28.00
<b>DRIVE RANGE</b>			
	Small buckets	3.00	N/A
<b>CART STORAGE</b>			
	Gas Cart	315.00	315.00
<b>SEASON PASS - 5 DAY</b>			
	Single	575.00	600.00
	Couple	775.00	800.00
	Military or Senior Single (age 60 or over)	525.00	575.00
	Senior Couple (age 60 or over)	675.00	725.00
	Additional Child	115.00	115.00
<b>SEASON PASS- 5 DAY W/CART</b>			
	Single	1,075.00	1,075.00
	Couple	1,475.00	1,475.00
	Military or Senior Single (age 60 or over)	1,025.00	1,025.00
	Senior Couple (age 60 or over)	1,375.00	1,375.00
	Additional Child	215.00	215.00
<b>SEASON PASS - 7 DAY</b>			
	Single	775.00	775.00
	Couple	975.00	975.00
	Military or Senior Single (age 60 or over)	625.00	625.00
	Senior Couple (age 60 or over)	775.00	775.00
	Additional Child	135.00	135.00
	College (age 19 thru 24)	415.00	415.00
	Junior (under age 18)	280.00	280.00
	High School Team Season	600.00	600.00
	High School Player (Out of Season)	185.00	185.00
<b>SEASON PASS- 7 DAY W/CART</b>			
	Single	1,475.00	1,475.00
	Couple	1,875.00	1,875.00
	Military or Senior Single (age 60 or over)	1,325.00	1,325.00
	Senior Couple (age 60 or over)	1,675.00	1,675.00
	Additional Child	260.00	260.00
	College (Age 19 thru 24)	915.00	915.00
<b>EMPLOYEE - Anytime, except league play</b>			
	9 Holes - NO CART	7.00	7.00

**BAY COUNTY USER FEES**  
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18 Holes - NO CART

2020

2021

12.00

12.00

\*TWILIGHT IS AFTER 3:00 P.M. (NOT VALID FOR PM LEAGUES)

\*\*SENIOR RATE MONDAY - FRIDAY BEFORE 3:00 P.M./VALID MILITARY ID REQUIRED

\*\*\*\*\*WEEKEND - SATURDAY AND SUNDAY

**PARKS AND RECREATION**

**COMMUNITY CENTER**

**OPEN GYM:**

Age 14 and under

2.00

2.00

Age 15 thru 17

4.00

4.00

Age 18 and over

4.00

4.00

**WEIGHT ROOM:**

Daily Pass

4.00

4.00

Monthly Pass (18 and over)

15.00

15.00

Monthly Couple (same residence)

26.00

25.00

Monthly Family (up to 4)

40.00

40.00

Monthly Team Pass

85.00

85.00

Yearly Pass (18 and over)

130.00

130.00

1 HOUR FITNESS CLASS

5.00

5.00

30 MINUTE FITNESS CLASS

3.00

3.00

FITNESS CLASS WITH GYM MEMBERSHIP

3.00

4.00

30 MINUTE FITNESS CLASS WITH GYM MEMBERSHIP

2.00

2.00

PUNCH CARD FOR FITNESS 1 HR

10 CLASSES/11TH CLASS FREE

50.00

50.00

PUNCH CARD FOR FITNESS 30 MIN

10 CLASSES/11TH CLASS FREE

30.00

PICKLE BALL COURTS

Per Player/2 hours

4.00

4.00

PICKLE BALL MONTHLY MEMBERSHIP

20.00

COMMUNITY EDUCATION

Per Class

TBD

TBD

**ROOM RENTALS:**

Small meeting room per hour-week

28.00

29.00

Small meeting room per hour-week

38.00

39.00

Large meeting room per hour-week

38.00

39.00

Large meeting room per hour-week

48.00

49.00

Small gym room per hour-weekday

45.00

46.00

Small gym room per hour-weekend

55.00

56.00

Large gym per hour-weekday

70.00

71.00

Large gym per hour-weekend

80.00

82.00

SUMMER YOUTH RECREATION PROGRAM

115.00

115.00

BASKETBALL:

Per player, per season

25.00

25.00

VOLLEYBALL:

Per player, per season

16.00

16.00

INDOOR BASEBALL/GOLF PROGRAM

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**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A

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		<u>2020</u>	<u>2021</u>
	Drop in - per person per hour	4.00	4.00
	Team Price - 30 minutes	25.00	25.00
	Team Price - 1 hour	45.00	45.00
	Team Price - 2 hours	85.00	85.00
SWIMMING POOL ADMISSION:	Age 17 and under	2.00	2.00
	Age 18 and over	5.00	5.00
SUMMER SWIMMING PASS	Age 17 and under	51.00	52.00
	Age 18 and over	76.00	78.00
FAMILY PASS (season)	Swimming Pool	155.00	158.00
FAMILY PASS (daily)	Up to 6 swimmers	15.00	15.00
THURSDAY RATE	Children and adults	2.00	2.00
SWIMMING LESSON FEES		33.00	34.00
PRIVATE POOL PARTY	Per hour +	50.00	50.00
	Per attendant	4.00	4.00
<b><u>FAIRGROUND RENTALS</u></b>			
HOUSE	Monthly	<b>500.00*</b>	*500.00
	<b>*contract price*</b>		
WINTER STORAGE:	Winter storage-Oct. 15-May 1	205.00	205.00
MERCHANTS BUILDING:		166.00	169.00
SECURITY DEPOSIT/CANTEEN & MERCHANT			125.00
CANTEEN:	Daily Rate non-alcohol day events	310.00	316.00
	Daily Rate alcohol events	615.00	627.00
	Hourly - non alcohol weekday		50.00
	Hourly - non alcohol weekend		60.00
PAVILION		50.00	50.00
HORSE STALLS:	<b>*We are no longer accepting new horse stall renters. Current horse stall renters are grandfathered in.</b>		
	<b>*contract price*</b> Monthly (per horse)	<b>58.00*</b>	*58.00
	1 year pre-pay	636.00	636.00
GROUNDS & BUILDINGS:	Per weekend	3,770.00	3,845.00
	Daily Rate	1,275.00	1,300.00
CAMPING RATES	per night	15.00	15.00
	youth groups using tents: \$5.00 per night per tent		
SEPTIC DISPOSAL		4.00	4.00
<b><u>PERE MARQUETTE PARKING</u></b>			
PER YEAR PER CONTRACT			5,001.00

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**BAY COUNTY USER FEES**  
2020 and 2021

APPENDIX A

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2020

2021

**CIVIC/ICE ARENA**

BASE PRIME ICE (hourly rates reserved):		235.00	240.00
U-8		50.00	50.00
Plus \$50 per child over 15 children			
NON-PRIME RATES:	Ice time starting at or between 10a.	205.00	210.00
MORNING ICE:	Ice time starting at or between 6a.m	155.00	160.00
UNRESERVED ICE:	Booked within 72 hours "of ice time	155.00	160.00
DRY FLOOR RENTAL:		1,575.00	1,610.00
CEMENT FLOOR RENTAL		765.00	780.00
	Hourly Rate	80.00	80.00
BIRTHDAY PARTIES			
	*Birthday Party Package 1	130.00	150.00
	*Birthday Party Package 2	205.00	235.00
Per person fee for larger than a 20 person party; \$10.00 per person.			
PUBLIC SKATE	Weekdays @ noon-Mon-Fri	4.00	5.00
	Skate rental	3.00	3.00
	Helmet rental	2.00	2.00
	Friday morning 2hrs (18 & up only)	5.00	5.00
	Weekend 1hr, 20 mins	5.00	5.00
DROP IN HOCKEY	Wed, Fri, Sun. 1 1/2 hrs	8.00	8.00
	Skate rental	3.00	3.00
	Helmet rental	2.00	2.00
RECREATIONAL YOUTH HOCKEY	Ages K-4th Grade (Limit one per pe	Free for 1st year	Free for 1st year
	2nd year player and forward (per pl	30.00	30.00
YOUTH TEAM TRY-OUTS	1 HR- PER YOUTH PLAYER	10.00	10.00
	1 HR 20 MINS- PER YOUTH PLAY	15.00	15.00
WEIGHT ROOM	Daily Pass	3.00	4.00
	Monthly Pass (18 and over)	15.00	15.00
	Monthly Couple (same residence)	25.00	25.00
	Monthly Family (up to 4)	40.00	40.00
	Monthly Team Pass	85.00	85.00
	Yearly Pass (18 and over)	130.00	135.00

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**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A  
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		<u>2020</u>	<u>2021</u>
LEARN TO PLAY	DAY CAMP (1 WEEK)	125.00	125.00
SUMMER SKATING PASS		35.00	35.00
FREE SUMMER SKATING	(K-7TH GRADE)	0.00	0.00
DROP IN STICK & PUCK	Afternoon	4.00	5.00
	Evening	5.00	5.00
DROP IN FIGURE SKATING	1HR	10.00	10.00
	1HR 20 MIN	15.00	15.00
SHOWCASE	10+hours of ice in a 3 day period, event ran by other enti	180.00	180.00
SUMMER ICE	June 1 - Aug 15	215.00	220.00
HIGH SCHOOL HOCKEY TEAMS	Weekday practice only at or before	205.00	210.00
SKATE SHARPENING		5.00	6.00
FLAT BOTTOM V SHARPENING		8.00	8.00
SKILLS & DRILLS DROP-IN		10.00	10.00
SUMMER HIGH SCHOOL AGE TEAM FEE		1,800.00	1,825.00
<b><u>PINCONNING PARK</u></b>			
DAY USE PERMITS:	Season - regular	15.00	15.00
	Season - senior	11.00	11.00
	Daily	3.00	3.00
	Daily Boat Launch Permit	6.00	6.00
	Annual Boat Launch Permit	50.00	50.00
RENTALS:	Gazebo (Bldgs.& Grnds.)-per day	60.00	65.00
	Pavilion (Bldgs.& Grnds.)-per day	45.00	50.00
CAMPGROUNDS: Prices below do not include vehicle permit.			
Modern Site:	One night	25.00	27.00
	One week	150.00	162.00
	One month	475.00	485.00
	Three months	915.00	930.00
	Five months	1,525.00	1,560.00
	Full year (*see below)	2,450.00	2,490.00
	<b>*No longer accepting new full year campers.</b>		
	<b>Current full year campers are grandfathered in.</b>		
Cabin	Per day	60.00	60.00
	Three day	140.00	145.00
	Seven day	280.00	285.00
	Two day Off Season ( Nov 1- April :	95.00	98.00
Other	Septic Disposal	6.00	6.00
	1 day trailer storage	2.00	2.00

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BAY COUNTY USER FEES  
2020 and 2021

	<u>2020</u>	<u>2021</u>
1 month trailer storage	35.00	36.00
Ice	2.00	2.50
Firewood (Bundle)	4.75	5.50

BAY COUNTY USER FEES  
2020 and 2021

APPENDIX A

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REGISTER OF DEEDS

		<u>2020</u>	<u>2021</u>
RECORDING FEES	First page	30.00	30.00
<u>Act 236 of 1961 S.600.2567</u>	Each additional page	0.00	0.00
ASSIGNMENT AND DISCHARGE		3.00	3.00
TAX CERTIFICATE FEE		5.00	5.00
TRANSFER TAX	State (per thousand consideration)	7.50	7.50
	County (per thousand consideratior	1.10	1.10
FILING AND INDEXING		N/A	N/A
COPY - PLATS OF RECORD:	Each	1.00	1.00
MICROFILM IMAGE:	Each	1.00	1.00

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**BAY COUNTY USER FEES**  
**2020 and 2021**

APPENDIX A

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**2020**

**2021**

**TRANSPORTATION PLANNING**

AERIAL PHOTOS:	8.5"x11" (labor included)	10.00	10.00
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Years available: 1993, 1987, 1978, 1963

**GIS-Prices for non-governmental agencies**

**SPECIALTY MAPS**

A minimum cost of \$25 for any GIS product

8.5"x11" Color	4.00	4.00
8.5"x11" Black & White	3.00	3.00
11"x17" Color	7.00	7.00
11"x17" Black & White	6.00	6.00
24"x24"	16.00	16.00
36"x36"	21.00	21.00
42"x42"	38.00	39.00

(+Printing on 24 inch roll paper. Min. charge of \$10; for each inch over 24" in length, a charge of \$0.25 will be added. ++ Printing on 36" roll paper. Min charge of \$20, for each inch over 36" in length, a charge of \$0.25 will be added. +++Printing on 42" roll paper. Min charge of \$25, for each inch over over 42" in length, a charge of \$0.25 will be added on)

Soft Copy Maps (.PDF Format)	4.00	4.00
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**LABOR**

**DATA**

**\*Tax Parcels** (Not available for City of Bay City)

Parcel	0.77	0.77
County Wide (\$27,033 if by parcel totals as of 2004)	10,394.00	10,602.00
Annual County Wide update (Prior purchase req annual update required)	1,559.00	1,590.00

**Street Centerline (With Address Ranges)**

Local Unit	160.00	163.00
County Wide	2,664.00	2,717.00

**Subdivision Plats**

Lot (Includes all lot lines)	1.30	1.30
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**\*Digital Aerial Photography (1993)**

Local Unit	320.00	326.00
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## BAY COUNTY USER FEES

APPENDIX A

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2020 and 2021

20202021**\*2005 Color Digital Orthophotography (100' scale 6" pixel)**

Tile (Tile is 2500'x2500')	32.00	33.00
Tile (4-150 Tiles)	26.00	27.00
Tile (151-500 Tiles)	21.00	21.00
Tile (501-1000 Tiles)	16.00	16.00
Tile (1001+ Tiles)	10.00	10.00
Bay City/Twp Mr. Sid Mosaic	3,197.00	3,261.00
Cities of Auburn, Pinconning, Essexville Mr. Sid Mosaic	1,066.00	1,087.00

**\*2010 & 2015 Color Digital Orthophotography (100' scale 6" pixel)**

Tile	45.00	46.00
Township	5,000.00	5,100.00
County Wide	12,000.00	12,240.00

**Address Points**

Local Unit	150.00	153.00
County Wide	1,500.00	1,530.00

**Hydrology**

Local Unit	175.00	179.00
County Wide	2,500.00	2,550.00

\*Digital Tax Parcel and Digital Aerial Photography sales  
require a data sharing agreement/non disclosure  
agreement to be signed

Other data may be available upon request. Prices to be determined.

**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A  
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		<b><u>2020</u></b>	<b><u>2021</u></b>
<b><u>SHERIFF DEPARTMENT</u></b>			
PBT TEST:	Each	5.50	5.50
DRUG TESTING FEE	Each	10.00	15.00
DRUG TESTING FEE	Contested	15.00	15.00
INCIDENT/ACCIDENT REPORTS:		20.00	20.00
FINGERPRINTING:		17.00	17.00
FINGERPRINTING FOR CPL:*		15.00	15.00
PHOTO SALES:		3.00	3.00
EXPLOSIVE PERMIT:		16.00	16.00
CERTIFIED DOCUMENTS:		3.00	3.00
TETHER FEE:		9.50	10.00
LAMINATING RECORDS:		3.00	3.00
RECORDS CHECK:		16.00	16.00
LINE UPS:			248.00
DIVE WORK:	Per hour	85.00	85.00
HOUSING PRISONERS:	Sentenced inmate housing per day	20.00	20.00
	Work release fee	9.50	10.00
	Out of County prisoner/individual pe	50.00	50.00
	Federal per day	67.70	67.70
	State per day	35.00	35.00
<b><u>CRIMINAL DEFENSE</u></b>			
	Police Reports (per page)	0.10	0.10
<b><u>PUBLIC DEFENDER</u></b>			
	Police Reports (per page)	0.10	0.10
<b><u>PROSECUTOR</u></b>			
	Police Reports (per page)	0.50	0.50
	911 tapes	5.00	5.00
	Videos	5.00	5.00
	DVDs	5.00	5.00
<b><u>COMMUNITY CORRECTIONS</u></b>			
Tether Fee		9.50	10.00

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**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A

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**2020**

**2021**

**CIVIL PROCESS**

Affidavit & Claim/Small claims	16.00	16.00
Affidavit & Writ of Garnishment	23.00	23.00
All Others/Miscellaneous Papers	16.00	16.00
Claim & Delivery	40.00	41.00
Claim of Lein	30.00	31.00
Family Support Summons	26.00	27.00
Forfeiture Notice/Land Contract	12.00	12.00
Mortgage Foreclosure Posting	16.00	16.00
Mortgage Foreclosure Sale	50.00	51.00
Notice of Adjournment/Foreclosure Sale	8.00	8.00
Notice of Hearing	12.00	12.00
Notice of Levy/Posting Only	16.00	16.00
Notice to Quit/Landlord Tenant	12.00	12.00
Notice Claim Title Under Tax Deed	16.00	16.00
Petition	12.00	12.00
Release of Levy	N/C	N/C
Restraining Order (PPO)	10.00	10.00
Summons & Complaint	26.00	27.00
Subpoena	26.00	27.00
Writ of Attachment	16.00	16.00
Writ of Restitution/Eviction	40.00	41.00

**JUVENILE HOME**

HOUSING - Per day:	OUT-OF-COUNTY & STATE WARD JUVENILE	153.00	153.00
	STATE OF MICHIGAN - DHHS		170.00

**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A  
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**2020**

**2021**

**SOIL EROSION**

**RESIDENTIAL:**

Plan review	Up to one acre	62.00	63.00
Plan Revisions/Amendments			
Permit fee	Up to one acre	35.00	36.00
Renewal of lapsed permit			

**TRANSPORTATION FACILITIES:**

Railroads, airports, trails			
Plan review	Up to ½ mile	72.00	73.00
Permit fee	Up to ½ mile	245.00	250.00
Permit fee	Each add'l 1/2 mile or fraction thereof	219.00	223.00

**UTILITIES:**

**Pipelines, water mains, sewers:**

Plan review	Up to ½ mile	72.00	73.00
Permit fee	Up to ½ mile	245.00	250.00
Permit fee	Each add'l ½ mile or fraction thereof	123.00	125.00
Bore Pits	Each beyond 1/2 mile		25.00

**SUBDIVISIONS:**

**Plat Development:**

Plan review	Up to 5 acres	72.00	73.00
Permit fee	Up to 5 acres	245.00	250.00
Permit fee	Each add'l acre or fraction thereof	123.00	125.00

**Mobile Home Parks, Multiple Housing Units,  
and Condominiums:**

Plan review	Up to one acre	72.00	73.00
Permit fee	Up to one acre	426.00	435.00
Permit fee	Each add'l acre or fraction thereof	124.00	126.00

**SERVICE FACILITIES:**

**Schools, Churches**

Plan review	Up to one acre	72.00	73.00
Permit fee	Up to one acre	176.00	180.00
Permit fee	Each add'l acre or fraction thereof	60.00	61.00

**COMMERCIAL BUILDINGS:**

**Restaurants, Gas Stations, Party Stores,  
Shopping Centers:**

Plan review	Up to one acre	72.00	73.00
Permit fee	Up to one acre	425.00	434.00
Permit fee	Each add'l acre or fraction thereof	144.00	147.00

**SEA WALLS & BOAT SLIPS:**

**Sea Walls:**

Plan review	Up to 100 linear feet	72.00	73.00
Permit fee	Up to 100 linear feet	60.00	61.00
Permit fee	Each add'l 5 linear feet or fraction there	2.00	2.00

**BAY COUNTY USER FEES**  
**2020 and 2021**

APPENDIX A

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		<u>2020</u>	<u>2021</u>
Boat Slips:			
Plan review	Up to 100 linear feet	72.00	73.00
Permit fee	Up to 100 linear feet	60.00	61.00
Permit fee	Each add'l 5 linear feet or fraction there	2.00	2.00
Note: No additional charge for seawall if part of a boat slip—to a maximum of 300 linear feet.			
RECREATIONAL FACILITIES:			
Parks, Campgrounds, and Golf Courses:			
Plan review	Up to one acre	72.00	73.00
Permit fee	Up to one acre	245.00	250.00
Permit fee	Each add'l acre or fraction thereof	123.00	125.00
WATER IMPOUNDMENTS:			
Ponds:			
Plan review	Up to one acre	72.00	73.00
Permit fee	Up to one acre	245.00	250.00
Permit fee	Each add'l acre or fraction thereof	62.00	63.00
EXCAVATION:			
Oil Stripping/Top Soil Removal, Borrow Pits:			
Plan review	Up to one acre	72.00	73.00
Permit fee	Up to one acre	306.00	312.00
Permit fee	Each add'l acre or fraction thereof	62.00	63.00
WATERCOURSES:			
Ditches/Drains:			
Plan review	Up to one mile	72.00	73.00
Permit fee	Up to one mile	219.00	223.00
Permit fee	Each add'l 1/2 mile or fraction thereof	73.00	74.00
MINOR DISTURBANCE:			
Ditch Maintenance, Minor residential additions, Charitable organizations:			
Permit Fee		50.00	51.00

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**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A  
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**2020**

**2021**

**TREASURER**

NOTICE OF TAXES RTND.DLQ (MCLA 211.57)

5.00

5.00

NSF CHECK RETURN

20.00

20.00

**ADMINISTRATIVE SERVICES**

FOIA

Cost for copies per page

0.02\*

0.02\*

\*Plus cost of hourly wage rate, multiplied by time required, plus postage, with rates adjusted for actual cost of other media requested and available.

**FINANCE**

Invoices left unpaid after 30 days will incur a \$25.00 late fee.

A 1 1/2% (18% APR) interest penalty per month on unpaid balances will be charged.

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2020

2021

HEALTH DEPARTMENT

CLINICAL FEES

Pursuant to Board Resolution 2010-21 all charges are based on cost plus 10% or the highest allowable reimbursement rate. Fees are reviewed on at least a quarterly basis and subject to a cost analysis per MDHHS Guidelines. For a listing of commonly utilized fees, please refer to the BCHS Billing Guide.

For fees see  
attached  
ATTACHMENT A.  
Bay County Health  
Department Billing  
Guide.

Fee Schedules

**LABORATORY - NON CLINICAL**

POOL TESTING	21.00	22.00
E COLI TESTING	21.00	22.00
PLATE COUNT		12.00
WELL WATERS	21.00	22.00

**MEDICAL EXAMINER**

AUTOPSY REPORT	60.00	61.00
CREMATION PERMIT	66.00	67.00
DISINTERMENT PERMIT	122.00	125.00

**ENVIRONMENTAL HEALTH FEES**

General Fees		
Administration Fee	37.00	38.00
Consultation/Inspection Fee (VARIOUS PROGRAMS)	180.00	185.00
SEPTIC & WELL EXTENSIONS	37.00	40.00
Enforcement Policy, Office Conference, Informal Hearing and Formal Hearing Fee	150.00	150.00
General Food Safety Class/Per Person	15.00	15.00

**FOOD SERVICE LICENSE:**

Type 1: Bar, with no food prep or pre-packaged low-hazard food	300.00	305.00
Type 2: Bar, with limited food prep, Kitchen Facilities and menu with 10 items or less, Fast Food with limited food preparation	425.00	430.00

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**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A  
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**2020**

**2021**

Type 3: Table Service & Bar with Food  
Preparation and Full Kitchen Facilities

0 - 50 Occupancy		400.00	410.00
51 - 100 Occupancy		450.00	455.00
101 - 150 Occupancy		500.00	510.00
151+ Occupancy		600.00	610.00
Fixed Establishment All Occupancy - Not for Profit		234.00	240.00
LATE FEE	Up to 30 days After License Deadline		
	30 Days + Past Deadline		
CHANGE OF OWNERSHIP		295.00	300.00
Consultation/Inspection Fee (VARIOUS PROGRAMS)		180.00	184.00
Enforcement Policy, Office Conference, Informal Hearing and Formal Hearing Fee		150.00	150.00
FOLLOW UP INSPECTIONS BEYOND 1st FOLLOW UP ALL CORE, PRIORITY FOUNDATION AND PRIORITY VIOLATIONS		75.00	75.00
MOBILE FOOD SERVICE COMMISSARY LICENSE		364.00	370.00
SPECIAL TRANSITORY FOOD UNIT SERVICE LICENSE (includes MDA fee \$40.00)		141.00	144.00
TEMPORARY FOOD SERVICE LICENSE			
	With seven days or more notification	105.00	107.00
For Profit	With less than seven days notification	125.00	128.00
	Issued on Site	171.00	174.00
	Office Issued-Limited Prep	37.00	40.00
	With seven days or more notification	71.00	72.00
Not-For-Profit			

**BAY COUNTY USER FEES**  
**2020 and 2021**

APPENDIX A  
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2020

2021

	With less than seven days notification Issued on Site	82.00 107.00	85.00 110.00
Inspection for Prep Occuring Prior to Event		50.00	50.00
SEASONAL		235.00	240.00
Consultation Fee		180.00	185.00
Special Transitory Food Unit (STFU) Inspection Fee		90.00	90.00
Remodel of Existing, Licensed Facility			
	Type I Restaurant	286.00	292.00
	Type II Restaurant	395.00	403.00
	Type III Restaurant	395.00	403.00
	All Others	286.00	292.00
New Construction			
	Type I Restaurant	581.00	593.00
	Type II Restaurant	796.00	812.00
	Type III Restaurant	796.00	812.00
	All Others	593.00	605.00
Resubmission of Plans or Modified Plans AFTER Plan Approval	100% of original fee		
Site Inspection Fee (After Second Fee)	163.00		166.00
Fee if remodeling/construction is started before plans have been submitted and	100% of original fee		
<b>WATER/SEWAGE PROGRAMS</b>			
CAMPGROUND & SWIMMING POOL INSPECTION:		225.00	230.00
SANITARY CODE BOARD OF APPEALS HEARING FEE		150.00	150.00
<b>DHS FACILITY INSPECTIONS:</b>			
<b>SEWAGE AND/OR WATER</b>			
Partial inspection (Water supply and sewage disposal only)		229.00	234.00
General Sanatation and Safety Only		229.00	234.00
Full inspection		300.00	300.00

**BAY COUNTY USER FEES  
2020 and 2021**

APPENDIX A

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2020 and 2021		2020	2021
SEWAGE AND WELL	Plan Review	250.00	255.00
SITE EVALUATION FEE		225.00	230.00
ON SITE SEWAGE DISPOSAL PERMIT:		300.00	306.00
SEPTIC TANK REPLACEMENT:		225.00	230.00
MODIFICATION TO PERMIT/GRADE MARK		100.00	102.00
SEWAGE INSTALLER INSTALLATION FEE		51.00	52.00
TYPE II WATER SUPPLY SAMPLING:		102.00	104.00
TYPE II WATER SUPPLY FOLLOW-UP SAMPLING:		102.00	104.00
WELL PERMITS:	Type III & private	300.00	306.00
	Type I & Type II	598.00	610.00
	Follow-up sampling	102.00	104.00
LOAN EVALUATION:			
Sewage or Private Water Supply Evaluation		229.00	234.00
Sewage & Private Water Supply Evaluation		357.00	364.00
Fee if construction is started before permit is issued		100% of original	
ORDINANCE ENFORCEMENT			
Ordinance #51			
Bay County Pawn Broker License		208.00	212.00
Payable Annually			
Ordinance #52			
Secondhand Dealer License		208.00	212.00
Payable Annually			
Scrap Dealer License		208.00	212.00
Payable Annually			
TATTOO-BODY ART PROGRAM			
Plan Review		208.00	212.00
Radon Test Kits		10.00	10.00





**BAY COUNTY USER FEES**  
**2020 and 2021**

APPENDIX A  
<sup>24</sup>  
**2020**      **2021**

**BAY COUNTY TV DEPARTMENT**

Event Taping	Per hour fee (minimum charge of 1 hour)	52.00	53.00
Editing of Program	Per hour fee (1 DVD & digital file of final product included)	52.00	53.00
DVD of programs	Per DVD - includes label & case (price includes sales tax)	12.00	12.00
DVD Duplication	Per DVD copied (price includes sales tax)	5.00	5.00
Bay County High School Broadcast Sponsorship semi annual season fee			
	Gold Fee	4,000.00	3,000.00
	Silver Fee	2,000.00	1,500.00
Exclusive semi season pregame/halftime/postgame sponsor	Bronze Fee	1,300.00	1,000.00
		750.00	750.00
	Single game sponsorship (For double header games)	300.00 450.00	300.00 450.00
	Verbal mentions throughout game (For double header games)	50.00 75.00	50.00 75.00

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2020

2021

DEPARTMENT ON AGING HANDYMAN SERVICES PROGRAM

Schedule #	Cost Share (per hour)	Single Person	Two or More in Household	% of Poverty
1	\$4.00	\$0 – \$1,011/month \$0 – \$12,132/year	\$0 – \$1,371/month \$0 – \$16,452/year	100%
2	\$6.00	\$1,012 – \$1,870/mo. \$12,133 – \$22,440/yr.	\$1,372 – \$2,536/ mo. \$16,453 – \$30,432 /yr	185%
3	\$8.00	\$1,871 – \$2,022/mo. \$22,441 – \$24,264/yr.	\$2,537 – \$2,742/mo. \$30,433–\$32,904/yr.	200%
4	\$10.00	\$2,023 – \$2,528/mo. \$24,265 – \$30,336/yr.	\$2,743 – \$3,428/mo. \$32,905– \$41,136/yr	250%
5	\$12.00	\$2,529 – \$3,033 /mo. \$30,337 – \$36,396/yr.	\$3,429 – \$4,113/mo. \$41,137–\$49,356/yr.	300%
6	\$14.00	\$3,034 – \$3,539/mo. \$36,397 – \$42,468/yr.	\$4,114 – \$4,799/mo. \$49,357–\$57,588/yr.	350%
7	\$16.00	\$3,540 + /mo. \$42,469 + /yr.	\$4,800 + /mo. \$57,589 + /yr.	

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## FY 2021 BUDGET REQUESTS - CAPITAL ITEMS

APPENDIX B

NUMERIC BY DEPARTMENT ORG NUMBER

As of 9/30/2020

GENERAL FUND

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
<b>INFORMATION SYSTEMS</b>							
10122800	93700	HARD/SOFTWARE REPAIR & MAINT.		\$497,626.00	\$497,626.00	\$497,626.00	See "ISD 2021 Budget Requests"
10122800	96741	COMPUTER HARDWARE EXPENSE		\$81,050.00	\$81,050.00	\$81,050.00	See "ISD 2021 Budget Requests"
10122800	96742	COMPUTER SOFTWARE EXPENSE		\$106,308.00	\$106,308.00	\$106,308.00	See "ISD 2021 Budget Requests"
10122800	98001	COMPUTER SOFTWARE					
10122800	98002	COMPUTER HARDWARE		\$82,900.00	\$82,900.00	\$82,900.00	See "ISD 2021 Budget Requests"
<b>PURCHASING DEPARTMENT</b>							
10123300	96742	COMPUTER SOFTWARE EXPENSE		\$3,498.00	\$3,498.00	\$3,498.00	Update merchant commodity codes, (MCC). These codes are used to categorized bids & vendors based upon the goods & svs offered. This cat. assist in bid notification & quotes. The cost req is for a 3 yr license plus a crosswalk to ensure accuracy from old system. The last update for county was in 2015.
<b>BUILDINGS AND GROUNDS</b>							
10126500	96711	LAND IMPROVEMENT EXPENSE		\$5,000.00	\$5,000.00	\$5,000.00	Sidewalk Repairs
10126500	96720	BLDGS/BLDG ADD. & IMPROVE EXPENSE		\$47,000.00	\$47,000.00	\$47,000.00	Civic Arena Roof Replacement; LEC Ceilings, cont of project
10126500	96742	BLDGS/BLDG ADD. & IMPROVE EXPENSE					ISD is taking over Proximity software / Access card system update / purchase of add'l hardware. See ISD Budget.
10126500	97500	BLDGS/BLDG ADD. & IMPROVE EXPENSE		\$8,500.00	\$8,500.00	\$8,500.00	VAV Controls for Court Facility, 10 replacement at \$850/each.
10126500	98100	VEHICLES		\$46,000.00	\$46,000.00	\$46,000.00	Multiple passenger Van & Jeep (\$21,000 + \$25,000)
<b>PROSECUTING ATTORNEY</b>							
10126700	96770	BOOK EXPENSE		\$4,500.00	\$4,500.00	\$4,500.00	Book Exp. To Incl paymt for MI rules of Ct, MI sentencing guidelines, MI criminal laws & rules, Jury instructions, MI Ctroom rules of Evidence
<b>ENVIRON. GRANTS</b>							
10128704	96730	MACHINERY & EQUIPMENT EXPENSE		\$27,000.00	\$27,000.00	\$27,000.00	Contribution received for Fishing pier and ADA Kayak-Launch, 6 picnic tables
<b>SECONDARY ROAD PATROL</b>							
10131500	96751	VEHICLE EQUIPMENT EXPENSE		\$56,000.00	\$56,000.00	\$56,000.00	\$14,000 Equipment for new vehicles x 4 attached is the list of equipment need per vehicle
10131500	98100	VEHICLES		\$146,324.00	\$146,324.00	\$146,324.00	Waiting for state bids, need x 4 vehicles
<b>OPERATION STONEGARDEN GRANT FY 2019-2022</b>							
10133300	96730	MACHINERY & EQUIPMENT EXPENSE		\$3,220.00	\$3,220.00	\$3,220.00	Snowmobile trailer -- waiting for quote
10133300	97900	MACHINERY & EQUIPMENT		\$15,918.00	\$15,918.00	\$15,918.00	Ordering snowmachines waiting for quotes roll funds
<b>ACTIVE ASSAILANT TASK FORCE</b>							
10142650	96730	MACHINERY & EQUIPMENT EXPENSE		\$300.00	\$300.00	\$300.00	Contributions from outside sources
<b>ANIMAL SHELTER</b>							
10143000	96720	BLDGS/BLDG ADD. & IMPROVE EXPENSE		\$5,500.00	\$5,500.00	\$5,500.00	Replacing carpet in Director's office & officers' office with flooring that can be easily sterilized plus the lobby needs to be replace due to the floor tiles are falling apart
10143000	98100	VEHICLES		\$30,000.00	\$30,000.00	\$30,000.00	Officer 95's truck engine has died & cannot be repaired. His work truck needs to be replaced.
10143000	98101	VEHICLE EQUIPMENT		\$5,000.00	\$5,000.00	\$5,000.00	With the new truck, a cap will be needed for the truck to be able to transport.
<b>TOTAL GEN-FUND</b>				<b>\$1,171,644.00</b>	<b>\$1,171,644.00</b>	<b>\$1,171,644.00</b>	<b>\$0.00</b>

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## FY 2021 BUDGET REQUESTS - CAPITAL ITEMS

APPENDIX B

NUMERIC BY DEPARTMENT ORG NUMBER

As of 9/30/2020

## SPECIAL REVENUE FUNDS

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
FRIEND OF THE COURT							
21514300	96740	OFFICE EQUIP. & FURN. EXPENSE					FOC would like to purchase laptops for remainder of office along with docking stations & software needed to operate.
21514300	96741	COMPUTER HARDWARE EXPENSE	\$18,000.00	\$18,000.00	\$18,000.00		
21514300	96742	COMPUTER SOFTWARE EXPENSE	\$6,000.00	\$6,000.00	\$6,000.00		
HEALTH DEPT-ADMINISTRATION							
22160100	96720	BLDGS/BLDG ADD. & IMPROVE EXPENSES					ISD is taking over Proximity software / Access card system update / purchase of add'l hardware. See ISD Budget.
22160100	96742	BLDGS/BLDG ADD. & IMPROVE EXPENSES					
GYPSY MOTH SUPPRESSION							
23828600	96741	COMPUTER HARDWARE EXPENSE	\$1,750.00	\$1,750.00	\$1,750.00		Purchase of Arc-GIS Advanced License to improve program GIS access
MOSQUITO CONTROL							
24062000	96740	OFFICE EQUIP. & FURN. EXPENSE	\$1,000.00	\$1,000.00	\$1,000.00		New desk (Mechanic's office), office chaire (Manager's office) and table (front office) GIS laptop (Kristy Brandt, \$2,800); shared laptop for A/V and off-site work (\$1,300); wireless projector in dispatch room (\$1,000); TV monitor/display in conf. Rm (\$1,000). Line-X for 3 new trucks (\$1,200), towing winch & mounting equipment for truck (\$1,500) 2 Grizzly ULV foggers to replace old ones (\$26,000) Anderson vehicle tracking system to replace current Velocity System tracking system (\$29,000; includes hardware & the first 3 yers of maintenance; \$1,250 annual maintenance fee after year 3) 5 add'l Mesa Tablets & licenses for Frontier Precision Windows ULV (digitized route maps for fogging fleet) 3 Chevy Silverados (\$27,000 each) and 1 Chevy Traverse (\$28,000) to replace older fleet (see fleet inventory sheet). Purchase through the MlDeal State Purchaing Program.
24062000	96741	COMPUTER HARDWARE EXPENSE	\$6,500.00	\$6,500.00	\$6,500.00		
24062000	96751	VEHICLE EQUIPMENT EXPENSE	\$3,000.00	\$3,000.00	\$3,000.00		
24062000	97900	MACHINERY & EQUIPMENT EXPENSE	\$26,000.00	\$26,000.00	\$26,000.00		
24062000	98001	COMPUTER SOFTWARE	\$30,000.00	\$30,000.00	\$30,000.00		
24062000	98002	COMPUTER HARDWARE	\$20,000.00	\$20,000.00	\$20,000.00		
24062000	98100	VEHICLES	\$120,000.00	\$120,000.00	\$120,000.00		
INDIGENT DEFENSE FUND							
26027360	96770	BOOK EXPENSE	\$5,000.00	\$5,000.00	\$5,000.00		For Legal / attorneys
911 CENTRAL DISPATCH							
26132500	96740	OFFICE EQUIP. & FURN. EXPENSE	\$1,500.00	\$1,500.00	\$1,500.00		911 chair replacement parts Replacement printer & fax combo, replacement monitors, replacement of small Uninterruptable Power supplies & any other needed replacement computer hardware equipment. Increase due to purchase of Vlper Intrado A9C PCs. A large portion of the A9C purchase is part of an approved grant.
26132500	96741	COMPUTER HARDWARE EXPENSE	\$25,000.00	\$25,000.00	\$25,000.00		
B.A.Y.A.N.E.T.							
26513120	96700	MINOR EQUIPMENT	\$500.00	\$500.00	\$500.00		Component Unit
26513120	96740	OFFICE EQUIP. & FURN. EXPENSE	\$1,000.00	\$1,000.00	\$1,000.00		Component Unit
26513120	96741	COMPUTER HARDWARE EXPENSE	\$100.00	\$100.00	\$100.00		Component Unit
26513120	96750	VEHICLE EXPENSE	\$25.00	\$25.00	\$25.00		Component Unit
26513120	96751	VEHICLE EQUIPMENT EXPENSE	\$25.00	\$25.00	\$25.00		Component Unit
26513120	97000	MINOR EQUIPMENT	\$25.00	\$25.00	\$25.00		Component Unit
SHERIFF DEPARTMENT							
26530100	96730	MACHINERY & EQUIPMENT EXPENSE			\$240.00		Money from drug seizures and law, forfeiture money
LIBRARY							
27179000	96730	MACHINERY & EQUIPMENT EXPENSE	\$10,000.00	\$10,000.00	\$10,000.00		Component Unit
27179000	96740	OFFICE EQUIP. & FURN. EXPENSE	\$10,000.00	\$10,000.00	\$10,000.00		Component Unit
27179000	96741	COMPUTER HARDWARE EXPENSE	\$15,000.00	\$15,000.00	\$15,000.00		Component Unit
27179000	96742	COMPUTER SOFTWARE EXPENSE	\$10,000.00	\$10,000.00	\$10,000.00		Component Unit
27179000	96760	AUDIO / VISUAL EXPENSE	\$58,580.00	\$58,580.00	\$58,580.00		Component Unit
27179000	96770	BOOK EXPENSE	\$354,220.00	\$354,220.00	\$354,220.00		Component Unit
27179000	96771	BOOK - CD ROM/DISKETTE EXPENSE	\$150,000.00	\$150,000.00	\$150,000.00		Component Unit
27179000	96772	MICROFORMS EXPENSE	\$3,000.00	\$3,000.00	\$3,000.00		Component Unit
27179000	98002	COMPUTER HARDWARE	\$75,000.00	\$75,000.00	\$75,000.00		Component Unit
COMMUNITY CORRECTIONS PLAN							
27436400	96740	OFFICE EQUIP. & FURN. EXPENSE	\$400.00	\$400.00	\$400.00		Chairs
DEPT. ON AGING ADMINISTRATION							
27667200	96740	OFFICE EQUIP. & FURN. EXPENSE	\$2,000.00	\$2,000.00	\$2,000.00		Office chairs for staff 8 @ \$250 = \$2,000
27667200	96741	COMPUTER HARDWARE EXPENSE	\$13,000.00	\$13,000.00	\$13,000.00		ISD has listing of recommended PC/Laptop replacements
27667200	96742	COMPUTER SOFTWARE EXPENSE					
27667200	97900	MACHINERY & EQUIPMENT EXPENSE					
27667200	98000	OFFICE EQUIPMENT & FURNITURE	\$6,000.00	\$6,000.00	\$6,000.00		Updating one existing office & updating another workstation. This includes delivery & installation.
27667200	98100	VEHICLES	\$75,000.00	\$75,000.00	\$75,000.00		2 Home delivery meal trucks
TOTAL SPECIAL REV			\$1,047,625.00	\$1,047,625.00	\$1,047,865.00	\$0.00	

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## FY 2021 BUDGET REQUESTS - CAPITAL ITEMS

NUMERIC BY DEPARTMENT ORG NUMBER

As of 9/30/2020

APPENDIX B

## ENTERPRISE/INTERNAL SERVICE/TRUST FUNDS

ORG	OBJ	DESCRIPTION	DEPARTMENT	FINANCE	EXECUTIVE	COMMISSION	NARRATIVE
<b>PUBLIC GOLF COURSE</b>							
50975600	96730	MACHINERY & EQUIPMENT EXPENSE					Original department req't of \$65,000 for machinery and equipment moved to the Large capital line item. See below.
5090	14200	CAPITAL - MACHINERY & EQUIPMENT EXPENSE		\$65,000.00	\$65,000.00		Pond money is req'd to be used for the following capital improvements: \$50,000 New fairway mower. Demo if possible to reduce cost; \$15,000 Tractor attachments: loader bucket & back hoe attachments. These are major capital improvements which get capitalized and recorded under the asset account 5090-14200 Equipment. This gets depreciated over time in the Golf Course enterprise fund. So the \$65,000 is moved out of 96730/97900.
<b>BAY MED CARE FACIL</b>							
51267100	96740	OFFICE EQUIP. & FURN. EXPENSE			\$11,050.00		Component Unit
51267100	96741	COMPUTER HARDWARE EXPENSE			\$105,483.00		Component Unit
<b>CLEARING DRAIN - BANGOR TWP O&amp;M</b>							
D80104	96730	MACHINERY & EQUIPMENT EXPENSE		\$5,000.00	\$5,000.00	\$5,000.00	Component Unit
D80104	97900	MACHINERY & EQUIPMENT		\$45,000.00	\$45,000.00	\$45,000.00	Component Unit
<b>TOTAL ENT/INT SERV/TRUSTS</b>				<b>\$115,000.00</b>	<b>\$115,000.00</b>	<b>\$166,533.00</b>	<b>\$0.00</b>

## Summary of 2021 ISD Expenditures

APPENDIX B

Line Item & Description	Expense
<b>93700 Maintenance Expenses</b>	
Annual software contracts	\$401,019 *Details Below Under Software
Annual maintenance contracts	\$96,607 *Details Below Under Hardware
<b>Total line item 93700</b>	<b>\$497,626</b>
<b>96741 Computer Hardware Expense</b>	
General Fund Department Requests	\$81,050 *Details In ISD 2021 <u>General</u> Budget Requests
Departments with Millage Funds	\$14,549 *Details Inside ISD 2021 <u>Millage</u> Budget Requests
<b>Total line item 96741</b>	<b>\$95,599</b>
<b>96742 Computer Software Expense</b>	
Department Requests	\$106,308 *Details Inside ISD 2021 <u>General</u> Budget Requests
Departments with Millage Funds	\$37,950 *Details Inside ISD 2021 <u>Millage</u> Budget Requests
<b>Total line item 96742</b>	<b>\$144,258</b>
<b>98001 Computer Software</b>	
Department Requests	\$0 *Details Inside ISD 2021 <u>General</u> Budget Requests
Departments with Millage Funds	\$0 *Details Inside ISD 2021 <u>Millage</u> Budget Requests
<b>Total line item 98001</b>	<b>\$0</b>
<b>98002 Computer Hardware</b>	
Department Requests	\$82,900 *Details Inside ISD 2021 <u>General</u> Budget Requests
Departments with Millage Funds	\$0 *Details Inside ISD 2021 <u>Millage</u> Budget Requests
<b>Total line item 98002</b>	<b>\$82,900</b>
<b>Grand Total 93700-98002</b>	<b>\$820,383</b>

Maintenance	2021	2020
<b>Software Vendor</b>		
Time Clock Plus Web	\$8,500	\$8,500 Increase due to more time clocks
Iyetek e-ticketing	\$7,300	\$7,300
Mobile Device Management	\$2,500	\$2,500
iSeries Software maintenance	\$5,929	\$5,929 10% increase
iSeries HMC Software maintenance	\$500	\$500 10% increase
FTR - For the Record Court Recording	\$1,300	\$1,300
Symantec Anti Virus	\$5,300	\$5,300 535 Licenses
ASK - IBM Software Maintenance Agreeemer	\$3,900	\$3,900 Yearly fee for the iSeries DR box
BS&A Assessing and Tax System	\$22,800	\$8,300 .Net Systems - ISD Gets Billed Internet Site
BS&A Animal Licensing	\$925	\$900
VMWare	\$10,700	\$8,000
What's Up Gold	\$1,000	\$1,000
Survey Monkey	\$250	\$250 Annual invoice
Facility Software	\$7,440	\$7,440
Cherry Lan-Prosecutor Module	\$4,250	\$4,250
CherryLan-Filer	\$11,000	\$11,000
Track IT Help Desk Software	\$10,500	\$10,500 Expires 11/27/13, 2010 thru 2013
MUNIS/TYLER - Financials	\$144,711	\$137,820 5% yrly increase combined invoice
Imagesoft - Customer Care Annual	\$24,580	\$24,580
ESRI Annual Server Maintenance	\$5,000	\$5,000
Imagesoft Annual Software Maintenance	\$8,000	\$8,000

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## Summary of 2021 ISD Expenditures

OnBase (ImageSoft) Annual Software Maint	\$40,423	\$40,423
West Law/Concourse	\$5,310	\$5,310
In2Gro Video Maintenance	\$15,000	\$7,257
Dimension Data	\$19,050	\$16,870 Formally Viopoint
FTP Server Maintenance	\$750	\$750
Beyond Trust	\$3,800	\$3,800
Time Matters	\$1,802	\$1,802
New World Jail Management	\$18,049	\$21,015
Archive Social	\$2,700	
TIMS Software Applications	\$6,000	
Remote Support Software - BeyondTrust	\$1,750	
<b>Software Subtotal</b>	<b>\$401,019</b>	<b>\$359,496</b>
<b>Hardware Vendor</b>		
MGT Consulting - Perch Security	\$25,940	System Monitoring
Service Express - AS/400 Printers	\$1,000	\$1,000 Bank of hours due to less usage
9-1-1 Generator - 1/2 the total cost	\$900	\$900 9-1-1 still uses iSeries
Iseries County	\$5,028	\$5,028 9-1-1 splits
Iseries - Spare/redundant	\$2,640	\$2,640 All General Fund
Dell	\$4,500	\$4,500 Sheriff Vid.Server
Small Peripherals - Desktops and printers	\$15,000	\$15,000 Maintenance inspect and yearly
CISCO Network switches/backbone	\$10,000	\$10,000 Exp 8/26/12 - one yr - NS1
UPS 911	\$1,439	\$1,439 Eaton UPS Switch - 9-1-1
Shred Experts	\$2,000	\$2,000 Shredding and disposal of hard drives
Verizon - ISD Laptop/On-call	\$460	\$460 Wireless AirCard/Verizon
Creative Breakthrough	\$19,000	Palo Alto Renewal
NetSource One	\$1,500	Web Hosting
Facility Hardware	\$7,200	\$0
<b>Hardware Subtotal</b>	<b>\$96,607</b>	<b>\$42,967</b>
<b>Total Expense 93700</b>	<b>\$497,626</b>	<b>\$402,463</b>
<b>Outside of ISD Budget</b>		
Apex Software - Sketching Software	\$705	Equalization Pays
CareVantage	\$4,550	Department on Aging Pays
BS&A PRE Audit	\$625	Treasurer Pays
BS&A Delinquent Tax System	\$6,500	Treasurer Pays
PAAM - Prosecutor Attorney Association		
of Michigan Fees	\$8,900	Prosecutor Pays
Michigan Supreme Court - Judicial		
Information Systems	\$27,000	Circuit Court Pays
Judicial Management Systems	\$20,000	District Court Pays
Michigan Supreme Court - Judicial		
Information Systems	\$18,000	Probate Court Pays
Ameri-Time LLC	\$1,100	Clerk Pays
ESRI - GIS Software	\$300	Equalization Pays
ESRI - GIS Software	\$6,700	GIS
ESRI - GIS Software	\$300	Mosquito Control
ESRI - GIS Software	\$300	Drain
ESRI - GIS Software	\$300	Board of Commissioners
ESRI - GIS Software	\$300	Gypsy Moth
Tier II Manager	\$1,800	Emergency Services
ForeUp Maintenance	\$2,400	Golf Course

**Summary of 2021 ISD Expenditures**

Animal Shelter Software	\$1,650	Animal Control
ESRI - GIS Software	\$1,000	Transportation
Election Systems	\$6,000	Clerk Pays
Sympro	\$10,300	Treasurer Pays
<b>Total Maintenance Outside of ISD</b>	<b>\$118,730</b>	



**ISD 2021 General Fund Budget Requests**

APPENDIX B

Last Updated: 9/30/2020

Department/Division	Software (96742)	Hardware (96741)	Capital Software (98001)	Capital Hardware (98002)
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**Information Systems**

Monitors		\$3,000		
Large Monitors PA Office (5)		\$1,250		
Desktop Printer Replacement		\$2,000		
Desktop Scanners		\$3,000		
Microsoft Office Upgrade	\$81,900			
PowerDMS	\$3,000			
Desktop/Laptop Replacements General Fund		\$6,000		
DELL Finanical Lease Agreement				\$74,900
Sheriff Department - Mobile Data Computers		\$20,100		
Bomgar Remote Connection Software	\$10,500			
Camera Replacement County Building		\$9,600		
Upgrade Access Control System	\$5,000	\$35,000		
Core Switch Updates				\$8,000
<b>Sub Total for Department</b>	<b>\$100,400</b>	<b>\$79,950</b>	<b>\$0</b>	<b>\$82,900</b>

**Equalization**

11" iPad Pro LTE/Cellular with 128GB		\$949		
Apple Pencil Stylus		\$129		
Case with strap, pencil charging and lanyard		\$22		
PivotPilot Field App	\$3,969			
<b>Sub Total for Department</b>	<b>\$3,969</b>	<b>\$1,100</b>	<b>\$0</b>	<b>\$0</b>

**Purchasing**

Procurement Software - Periscope/NIGP	\$1,939			
<b>Sub Total for Department</b>	<b>\$1,939</b>			

**Grand Totals**

	<b>\$106,308</b>	<b>\$81,050</b>	<b>\$0</b>	<b>\$82,900</b>
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**No Requests**

Administrative Services  
 Budget  
 Circuit Court  
 County Clerk  
 District Court  
 District Court Probation  
 Drain Office  
 Drain Office - Soil Erosion  
 Health - Medical Examiner  
 LEPC  
 Payroll & Benefits  
 Probate Court  
 Public Defender  
 Remomentation  
 Soil Erosion  
 Transportation and Planning  
 Animal Control

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ISD 2018 Millage and Grant Fund Budget Requests

APPENDIX B

Last Updated: 9/30/2020

Department/Division	Software (96742)	Hardware (96741)	Capital Software (98001)	Capital Hardware (98002)
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**Register of Deeds - Separate Tech Fund**

Computer Equipment or Updates		\$12,000		
<b>Sub Total for Department</b>		<b>\$12,000</b>		

**Child Care Fund**

Computer Software Expense	\$7,049			
<b>Sub Total for Department</b>	<b>\$7,049</b>	<b>\$0</b>		

**911 Central Dispatch - Millage Fund**

Contingency Hardware		\$6,000		
Contingency Software	\$7,500			
<b>Sub Total for Department</b>	<b>\$7,500</b>	<b>\$6,000</b>		

**Mosquito Control**

Advanced Laptop for GIS Processing - Kbrandt		\$2,800		
Laptop Conference Room		\$1,300		
Firewall with One Year Subscription		\$850		
Projector With Wireless Projection		\$1,000		
TV, Wall Mount and Sound Bar		\$1,000		
<b>Sub Total for Department</b>		<b>\$6,950</b>		

**Aging**

Computer Replacements		\$13,000		
<b>Sub Total for Department</b>	<b>\$0</b>	<b>\$13,000</b>		

**Grand Total**

**Millage & Grants      \$14,549      \$37,950**

**No Requests**

Golf Course  
Gypsy Moth  
Health Bio Terrorism Pandemic Flu  
Health Children's Special Health Care  
Health-Hearing and Vision  
Health-Enviromental Health  
Health-Family Planning  
Health-Fiscal  
Health-Immunization  
Health-Laboratory  
Health-Maternal/Infant Support  
Health-Health Screening  
Health-WIC/Pinconning Clinic  
Housing  
Retirement System  
Health - Admin

ANALYSIS AND HIGHLIGHTS OF REQUESTS FOR  
PERSONNEL CHANGES FOR 2021 BUDGET

Department	Description	Amount of Dept. Request With w/Benefits	Amount In Exec. Budget w/Benefits	Amount In Comm. Budget With Benefits
ENVIRONMENTAL AFFAIRS:	Administrative Secretary II job be reclassify from TU07, step level 4 \$18.27 per hr. to TU08 step level 03 \$19.07 per hr. increase \$1,671. before fringe. New Split allocation: 38.33% to General Fund \$24,634 allocation use to be 40% to General Fund so no increased costs to General Fund 10128700. Allocation to Transportation 10172101/81 changed from 30% to 31.17% \$20,055 Grant Funded. Allocation to Gypsy Moth 23828600 changed from 30% to 30.5% \$19,615 funding source millage money.	(238)	(238)	
TRANSPORTATION:		1,388	1,388	
GYPSY MOTH:		954	954	
SUBTOTAL GENERAL FUND/GRANT FUNDED		\$1,150	\$1,150	\$0
SUBTOTAL GYSPY MILLAGE FUND		\$954	\$954	\$0

Other Funds:

MOSQUITO CONTROL:	Increase estimated 32 Seasonal Employees wages-day shift range from \$11.00 to \$11.75, night shift range from \$11.50 to \$12.25 based on number of years employed. Increase total pooled wages \$16,184 before fringe benefits, 24062000-70500. Funding source millage money	17,678	17,678	
SUBTOTAL OTHER MILLAGE FUNDS		\$17,678	\$17,678	\$0

Description	Journal Number	2020 Fund Balance
Estimated Unaudited Unassigned Fund Balance or (Deficit) 12/31/2019		\$5,128,793
Previous years Assigned Fund Balance for P.O.'s *		\$167,855
Previous years Assigned Fund Balance for designation to balance 2020 budget		\$707,414
Unassigned & Assigned Fund Balance or (Deficit) at 12/31/2019		<u>\$6,004,062</u>
2020 Budgeted Surplus /(Deficit)		-\$707,414
<u>BUDGET ADJUSTMENTS POSTED IN JANUARY THROUGH SEPTEMBER 2020</u>		
Increase Risk Management Budget under Insurance and Bond line item. BOC approved B.A. per resolution 2019-282	20-02-181	-\$63,590
Budget for 2019 P.O.'s at 12-31-19 rolled over into 2020	20-04-273	-\$167,855
Budget to use \$5,000 ATT donation received 10/2019, BOC approved donation and B.A. per Resolution 2019-254	20-05-237	-\$5,000
Budget for donation to Boys and Girls Club of the Great Lake Bay Region. BOC approved per resolution 2020- 153	20-09-028	-15,000
SEPTEMBER 30, 2020		<u>-251,445</u>
Estimated Unassigned Fund Balance or (Deficit) 9/30/2020		<u>\$5,045,203</u>





**BAY COUNTY  
FINANCE/INFORMATION SYSTEMS**

**James A. Barcia**  
County Executive


**Jan M. Histed**  
Finance Officer  
[histedj@baycounty.net](mailto:histedj@baycounty.net)

**Kimberly A. Priessnitz**  
Assistant Finance Officer  
[priessnitzk@baycounty.net](mailto:priessnitzk@baycounty.net)

**Frances A. Moore**  
Purchasing/Housing Rehab  
[mooref@baycounty.net](mailto:mooref@baycounty.net)

**Julie A. Coppens**  
Information Systems Manager  
[coppensj@baycounty.net](mailto:coppensj@baycounty.net)

**TO:** Thomas M. Herek, Chairperson  
Ways & Means Committee

**FROM:** Jan Histed   
Finance Officer/Information Systems Director

**RE:** Executive Directive #2007-11

**DATE:** October 6, 2020

**REQUEST:**

Please place this memo on the October 6, 2020, all combined Personnel & Human Services, Ways & Means and Full Board agenda for your committee's information.

**BACKGROUND:**

On September 4, 2020 an e-mail was sent requesting departments to contact their grantor agencies to confirm their level of grant funding for the current year. As stated previously, the Finance Department would request monthly updates from these departments regarding their grant funding status and then provide a status update to your committee at your monthly meeting.

**ECONOMICS:**

As of the date of this communication, the following are the updates to the previous correspondence:

1. The state grantor agencies that have responded to department's requests indicate that funding levels for the state grants with regard to fiscal year 2019 and/or 2020 appear to have no changes.

**RECOMMENDATION:**

To receive.

cc: Jim Barcia  
Kim Priessnitz  
Bob Redmond

## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/13/2020)

WHEREAS, A County that has been determined to require a Michigan Master Assessing Officer (MMAO) Equalization Director based solely on containing a portion of a MMAO local unit that is split between another County, may request a waiver for reduction of the certification level requirement if the portion of the local unit's SEV within the requesting County does not exceed the MMAO certification level requirement as determined by the Michigan State Tax Commission; and

WHEREAS, Bay County has a portion of the City of Midland; and

WHEREAS, The total City of Midland SEV does require a MMAO; however, the small portion of the City of Midland within Bay County does not require a MMAO; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves the Application for Waiver of County Certification Level for Equalization Director and authorizes the Chairman of the Board to execute said Application on behalf of Bay County following Corporation Counsel review/approval.

TOM RYDER, CHAIR  
AND COMMITTEE

Equalization - MMAO - Waiver for Portion of City of Midland

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**BAY COUNTY  
EQUALIZATION DEPARTMENT**

**James A. Barcia**  
County Executive

**Kelly Rifenbark**  
Director  
rifenbarkk@baycounty.net

To: Tom Ryder, Chairman  
Personnel and Human Services Committee

From: Kelly Rifenbark, Equalization Director

Date: September 10, 2020

Re: Application for Waiver of County Certification Level for Equalization Director

A County that has been determined to require a MMAO Equalization Director based solely on containing a portion of a MMAO local unit that is split between another County, may request a waiver for reduction of the certification level requirement if the portion of the local unit's SEV within the requesting County does not exceed the MMAO certification level requirement as determined by the Michigan State Tax Commission.

Bay County has a portion of the City of Midland. The total City SEV does require a MMAO; however, the small portion of the City of Midland within Bay County does not require a MMAO.

Please approve the attached Waiver of County Certification Level.

Thank you.

*Kelly Rifenbark*



## State Tax Commission Application for Waiver of County Certification Level

The equalization director for a county must possess the certification level determined by the State Tax Commission in order to hold the position of equalization director and to fulfill the requirements of county equalization. The mandatory certification level for every county in the State of Michigan is determined annually by the State Tax Commission.

Certification level waivers are intended for temporary and extraordinary circumstances only (see the annual State Tax Commission Assessor Certification Level Requirements Bulletin for details). A county that has been determined to require a MMAO equalization director based solely on containing a portion of a MMAO local unit that is split between another county, may request a waiver for reduction of the certification level requirement if the portion of a local unit's SEV within the requesting county does not exceed the MMAO certification level requirement as determined by the State Tax Commission.

A county may request a waiver of certification level by submitting the following to the State Tax Commission; 1) a fully completed Form 4826, 2) all information and documentation listed under the Required Information section below and 3) a detailed written explanation of the reason for the waiver request.

The completed application and all required documentation must be received by the State Tax Commission no later than October 31. Approved waivers are effective for the following year and expire on December 30. Allow two to four weeks for processing and notification.

COUNTY INFORMATION		
Name of Chairperson of the County Board of Commissioners Michael Duranczyk	E-mail Address BayCounty1st@aol.com	Telephone Number (248) 867-3272
Name of County Bay	Required Certification Level of County (MAAO, MMAO) MMAO	
Name of Current or Former Equalization Director Kelly Rifenbark	Certification Number R- 6612	Certification Level (MAAO, MMAO) MAAO
REQUIRED INFORMATION (attach separate documents providing the required information listed below)		
<ol style="list-style-type: none"><li>1. List the SEV for all local units within the county, including special act values. List the total county SEV.</li><li>2. List the SEV county totals by classification, including special act values.</li><li>3. List any single or multiple similar facilities with a large SEV within the county. Indicate facility name(s) and location(s).</li><li>4. List each local unit within the county with their required certification level for this year.</li><li>5. List the total number of parcels by classification, including special act rolls, within each local unit along with the county total by classification.</li><li>6. List the names of current county assessing administration staff, including their certification numbers and certification levels.</li><li>7. List any local unit within the county who has been approved for a reduction in the certification level requirement of their assessor.</li><li>8. Other. Provide any additional information you would like considered when reviewing this request.</li></ol>		
COUNTY CERTIFICATION		
<i>I hereby certify that all the information contained within, and attached to, this application is true and accurate to the best of my knowledge, information and belief. I understand that this waiver, if granted, will be effective for one year only and must be reapplied for each subsequent year.</i>		
Equalization Director Signature 	Date 9/10/2020	
County Administrator Signature	Date	
Chairperson of the County Board of Commissioners Signature	Date	

Mail or e-mail the completed application and required documentation to:  
State Tax Commission  
P.O. Box 30471  
Lansing, MI 48909

State-Tax-Commission@michigan.gov

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**Part 2: Required Information**

**1. List the SEV for all local units within the county, including special acts values. List the county SEV.**

Unit	Ad-Valorem	Special Acts	Total SEV
Bangor	560,875,100	3,527,850	564,402,950
Beaver	133,962,380	0	133,962,380
Frankenlust	179,617,100	394,100	180,011,200
Fraser	130,959,711	1,925,300	132,885,011
Garfield	81,401,267	0	81,401,267
Gibson	59,172,618	0	59,172,618
Hampton	384,992,600	2,711,200	387,703,800
Kawkawlin	209,114,520	4,069,150	213,183,670
Merritt	90,161,600	1,258,400	91,420,000
Monitor	461,881,700	7,349,100	469,230,800
Mt Forest	64,102,660	0	64,102,660
Pinconning T.	114,882,000	59,050	114,941,050
Portsmouth	121,393,700	0	121,393,700
Williams	246,090,675	15,840,950	261,931,625
Auburn	56,979,900	332,900	57,312,800
Bay City	633,455,344	23,368,450	656,823,794
Essexville	79,638,400	192,200	79,830,600
Midland	6,573,300	0	6,573,300
Pinconning C.	26,581,500	242,200	26,823,700
Bay County	3,641,836,075	61,270,850	3,703,106,925

**2. List the SEV county totals by classification, including special acts values.**

Unit	Agricultural	Commercial	Industrial	Residential	Developmental	Timber-Cutover	Personal Property	Total SEV Ad-Valorem
Bangor	0	146,765,200	12,613,350	357,861,600	0	0	43,634,950	560,875,100
Beaver	47,172,080	2,080,950	765,050	80,139,350	0	0	3,804,950	133,962,380
Frankenlust	30,016,750	18,337,050	782,550	124,208,000	0	0	6,272,750	179,617,100
Fraser	40,027,500	8,759,300	262,400	74,234,100	0	0	7,676,411	130,959,711
Garfield	30,323,329	1,121,200	487,850	47,637,688	0	0	1,831,200	81,401,267
Gibson	32,137,700	727,100	447,100	23,720,868	0	0	2,139,850	59,172,618
Hampton	29,060,300	59,688,900	39,612,400	182,151,900	0	0	74,479,100	384,992,600
Kawkawlin	40,708,650	17,210,250	2,393,000	134,138,020	0	0	14,664,600	209,114,520
Merritt	56,682,300	1,364,600	2,515,450	23,752,750	0	0	5,846,500	90,161,600
Monitor	51,959,000	43,498,400	22,789,900	302,016,500	0	0	41,617,900	461,881,700
Mt Forest	23,047,510	227,700	705,300	38,456,650	0	0	1,665,500	64,102,660
Pinconning T.	41,874,050	7,399,000	2,230,350	54,390,250	0	0	8,988,350	114,882,000
Portsmouth	31,297,100	4,785,500	2,895,500	77,652,800	0	0	4,762,800	121,393,700
Williams	43,145,160	13,637,400	38,303,550	138,765,215	0	0	12,239,350	246,090,675
Auburn	0	11,598,700	0	42,942,600	0	0	2,438,600	56,979,900
Bay City	0	148,303,450	29,326,050	418,017,144	0	0	37,808,700	633,455,344
Essexville	0	2,151,000	3,429,100	68,217,800	0	0	5,840,500	79,638,400
Midland	0	5,979,200	7,900	69,800	0	0	516,400	6,573,300
Pinconning C.	0	7,851,300	2,496,400	13,992,100	0	0	2,241,700	26,581,500
Bay County	497,451,429	501,486,200	162,063,200	2,202,365,135	0	0	278,470,111	3,641,836,075



2. (continued)

Unit	Agricultural	Commercial	Industrial	Residential	Developmental	Timber-	Ind - Personal	Total SEV	
						Cutover	Property	Special Acts	Totals
Bangor	922,150	0	1,687,500	0	0	0	918,200	3,527,850	564,402,950
Beaver	0	0	0	0	0	0	0	0	133,962,380
Frankenlust	394,100	0	0	0	0	0	0	394,100	180,011,200
Fraser	1,133,400	0	738,300	0	0	0	53,600	1,925,300	132,885,011
Garfield	0	0	0	0	0	0	0	0	81,401,267
Gibson	0	0	0	0	0	0	0	0	59,172,618
Hampton	0	2,711,200	0	0	0	0	0	2,711,200	387,703,800
Kawkawlin	3,714,600	0	281,700	0	0	0	72,850	4,069,150	213,183,670
Merritt	194,350	0	0	52,150	0	0	1,011,900	1,258,400	91,420,000
Monitor	68,800	0	1,787,500	0	0	0	5,492,800	7,349,100	469,230,800
Mt Forest	0	0	0	0	0	0	0	0	64,102,660
Pinconning T.	59,050	0	0	0	0	0	0	59,050	114,941,050
Portsmouth	0	0	0	0	0	0	0	0	121,393,700
Williams	0	0	10,942,950	0	0	0	4,898,000	15,840,950	261,931,625
Auburn	0	0	243,700	0	0	0	89,200	332,900	57,312,800
Bay City	0	12,496,000	5,082,550	146,950	0	0	5,642,950	23,368,450	656,823,794
Essexville	0	0	192,200	0	0	0	0	192,200	79,830,600
Midland	0	0	0	0	0	0	0	0	6,573,300
Pinconning C.	0	0	0	0	0	0	242,200	242,200	26,823,700
Bay County	6,486,450	15,207,200	20,956,400	199,100	0	0	18,421,700	61,270,850	3,703,106,925

3. List any single or multiple similar facilities with a large SEV within the county. Indicate facility name(s) and location(s).

N/A

4. List each local unit within the county with their required certification level for this year.

Unit	Com/Ind Real		SEV	Level per SEV	Level per	
	+ PP + Special	Acts (Ad Valorem)			Com/Ind	Level Needed
Bangor	206,541,350	560,875,100	MAAO	MAAO	MAAO	
Beaver	6,650,950	133,962,380	MCAO	MCAO	MCAO	
Frankenlust	25,786,450	179,617,100	MCAO	MCAO	MCAO	
Fraser	18,623,411	130,959,711	MCAO	MCAO	MCAO	
Garfield	3,440,250	81,401,267	MCAO	MCAO	MCAO	
Gibson	3,314,050	59,172,618	MCAO	MCAO	MCAO	
Hampton	176,491,600	384,992,600	MCAO	MAAO	MAAO	
Kawkawlin	38,337,000	209,114,520	MCAO	MCAO	MCAO	
Merritt	10,984,950	90,161,600	MCAO	MCAO	MCAO	
Monitor	115,255,300	461,881,700	MCAO	MAAO	MAAO	
Mt Forest	2,598,500	64,102,660	MCAO	MCAO	MCAO	
Pinconning T.	18,676,750	114,882,000	MCAO	MCAO	MCAO	
Portsmouth	12,443,800	121,393,700	MCAO	MCAO	MCAO	
Williams	80,021,250	246,090,675	MCAO	MCAO	MCAO	
Auburn	14,370,200	56,979,900	MCAO	MCAO	MCAO	
Bay City	238,806,650	633,455,344	MAAO	MAAO	MAAO	
Essexville	11,612,800	79,638,400	MCAO	MCAO	MCAO	
Midland	6,503,500	6,573,300	MCAO	MCAO	MCAO	within Bay County
Pinconning C.	12,831,600	26,581,500	MCAO	MCAO	MCAO	
Bay County	1,003,290,361	3,641,836,075			MAAO	

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5. List the total number of parcels by classification, including special acts rolls, within each local unit along with the county total by classification.

Unit							Timber-	Personal	Total	
	Parcel Count	Agricultural	Commercial	Industrial	Residential	Developmental	Cutover	Property	Exempt	Ad-Valorem
Bangor		0	397	92	5,627	0	0	593	104	6,813
Beaver		388	20	9	1,123	0	0	34	11	1,585
Frankenlust		235	92	11	1,588	0	0	110	45	2,081
Fraser		378	75	5	1,683	0	0	94	30	2,265
Garfield		280	20	6	813	0	0	30	8	1,157
Gibson		284	8	7	560	0	0	45	13	917
Hampton		397	209	13	2,826	0	0	334	91	3,870
Kawkawlin		390	181	24	2,178	0	0	183	39	2,995
Merritt		499	26	29	535	0	0	40	19	1,148
Monitor		463	175	87	4,604	0	0	286	91	5,706
Mt Forest		231	5	11	742	0	0	16	11	1,016
Pinconning T.		393	85	20	1,200	0	0	88	42	1,828
Portsmouth		330	80	38	1,441	0	0	84	18	1,991
Williams		358	82	43	1,917	0	0	134	36	2,570
Auburn		0	107	0	770	0	0	97	24	998
Bay City		0	1,133	278	13,020	0	0	1,160	673	16,264
Essexville		0	58	22	1,517	0	0	72	45	1,714
Midland		0	26	1	32	0	0	19	4	82
Pinconning C.		0	105	11	501	0	0	101	54	772
Bay County		4,626	2,884	707	42,677	0	0	3,520	1,358	55,772

Unit							Timber-	Ind - Personal	Total		Totals
	Parcel Count	Agricultural	Commercial	Industrial	Residential	Developmental	Cutover	Property	Exempt	Special Acts	
Bangor		15	0	8	0	0	0	9	0	32	6,845
Beaver		0	0	0	0	0	0	0	0	0	1,585
Frankenlust		8	0	0	0	0	0	0	0	8	2,089
Fraser		12	0	2	0	0	0	2	0	16	2,281
Garfield		0	0	0	0	0	0	0	0	0	1,157
Gibson		0	0	0	0	0	0	0	0	0	917
Hampton		13	2	0	0	0	0	0	3	18	3,888
Kawkawlin		7	0	1	0	0	0	2	0	10	3,005
Merritt		4	0	0	1	0	0	1	0	6	1,154
Monitor		1	0	5	0	0	0	17	0	23	5,729
Mt Forest		0	0	0	0	0	0	0	0	0	1,016
Pinconning T.		1	0	0	0	0	0	0	0	1	1,829
Portsmouth		0	0	0	0	0	0	0	0	0	1,991
Williams		0	0	17	0	0	0	24	1	42	2,612
Auburn		0	0	2	0	0	0	2	0	4	1,002
Bay City		0	27	16	5	0	0	55	1	104	16,368
Essexville		0	0	1	0	0	0	0	0	1	1,715
Midland		0	0	0	0	0	0	0	0	0	82
Pinconning C.		0	0	0	0	0	0	1	0	1	773
Bay County		61	29	52	6	0	0	113	5	266	56,038

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6. List the names of current county assessing administration staff, including their certification numbers and certification levels.

Kelly Rifenbark	Equalization Director	MAAO	R-6612
Susan Jensen	Senior Appraiser	MAAO	R-7518
Kristin Nelson	Mapping/ Descriptions	MCAO	R-9787

7. List any local unit with the county who has been approved for a reduction in the certification level requirement of their assessor.

N/A

8. Other. Provide any additional information you would like considered when reviewing this request.

The City of Midland is required to be an MMAO(4) based upon their total value (Midland & Bay Counties). However, Bay County has only a small portion of the property in the City of Midland, with an SEV of only \$6,573,300 and should require only an MCAO certification. The current Equalization Department Director , Kelly Rifenbark, has a deep understanding and knowledge of the County of Bay and should be an acceptable replacement but holds the MAAO/3, rather than the MAAO/4 certification. Bay County is requesting that the certification level in Bay County be waived such that the Equalization Department Director may hold an MAAO/3 Certification Level rather than the current required MAAO/4 Level of Certification.

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## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/13/2020)

**RESOLVED** By the Bay County Board of Commissioners that concurrence is given to post/advertise/fill the following full time/part time/temporary/seasonal or co-op positions/vacancies/new positions, monies for said positions to come from the respective departmental budgets:

A. VACANCIES (BUDGETED)

1. 9-1-1 Central Dispatch
  - a. Dispatcher (full time; \$16.17/hr. entry)
  - b. Dispatch Supervisor (full time; \$18.37/hr. entry)
2. Department on Aging
  - a. Cook (part time; \$11.94/hr. entry)
  - b. In-Home Services Worker (part time; \$11.13/hr. entry)
3. Recreation & Facilities - Building and Grounds
  - a. Custodian (full time; \$11.94/hr. entry.)
  - b. Custodian (full time, temporary; \$11.94/hr. entry)
  - c. Typist Clerk I @ Community Center (part time; \$11.94/hr. entry)
4. Sheriff - Road Patrol Deputy (full time; \$19.21/hr. entry)

**RESOLVED** That budget adjustments, if required, are approved; Be It Further

**RESOLVED** That it is clearly understood that any positions funded through a grant shall be terminated or hours reduced if grant funding is terminated or reduced.

TOM RYDER, CHAIR  
AND COMMITTEE

## Vacancies

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_  
VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**BAY COUNTY  
PERSONNEL DEPARTMENT**

**James A. Barcia**  
County Executive

**Tiffany Jerry**  
Director  
[jerryt@baycounty.net](mailto:jerryt@baycounty.net)

To: Tom Ryder, Chairman, Personnel/Human Services Committee  
Michael Duranczyk, Board of Commissioners

From: Tiffany Jerry, Director of Personnel and Employee Relations

Date: October 6, 2020

Re: **Personnel/Human Services Committee Agenda**

Please consider the following items for the board agenda next week.

1. **Request (Vacancy):**

Chris Izworski has submitted a request to hire a full-time 9-1-1 Dispatcher with Bay County Central Dispatch, if needed.

**Background:**

Due to the high turnover and the nature of 9-1-1 dispatcher positions, this is an attempt to maintain minimum staffing levels at Central Dispatch.

**Finance/Economics:**

Full-time position with benefits as provided for within the GELC labor agreement, although union membership is voluntary. Entry level rate of pay is \$16.17 per hour. Funds exist within the current existing budget.

**Recommendation:**

Please refer to the full board for approval to hire a full-time 9-1-1 Dispatcher, if needed.

2. **Request (Vacancy):**

Chris Izworski has submitted a request to hire a full-time 9-1-1 Dispatch Supervisor with Bay County Central Dispatch.

**Background:**

The vacancy is the result of a retirement of a Dispatch Supervisor in April 2020.

**Finance/Economics:**

The hourly entry rate of pay is \$18.37 per hour with benefits within the GELC Labor Agreement. Funds exist within the 2020 budget for this position.

**Recommendation:**

Please refer to the full Board for approval to hire a full-time Central Dispatch Supervisor.

3. **Request (Vacancy):**

Beth Eurich has submitted a request to post and fill a part-time cook position.

**Background:**

The vacancy is due to the resignation of a part-time cook.

**Finance/Economics:**

This is a part-time position with limited benefits as provided for within the part-time USW labor agreement, although union membership is voluntary. Entry level of pay is \$11.94 per hour (TS04) progressing to \$14.01 per hour (TS04) after 4 years. The position is included in the 2020 budget.

**Recommendation:**

Please refer to the full Board for approval to post and fill a part-time cook position with the Department on Aging.

4. **Request (Vacancy):**

Beth Eurich has submitted a request to post and fill a part-time In-Home Services Worker position.

**Background:**

Current employee moved to another position within the Department on Aging.

**Finance/Economics:**

This is a part-time position with limited benefits as provided within the part-time USW labor agreement, although union membership is voluntary. Entry level rate of pay is \$11.13 per hour (TS03) progressing to \$12.80 (TS03) per hour after 4 years. Funds are currently budgeted in the 2020 budget.

**Recommendation:**

Please refer to the full Board for approval of posting and filling of the part-time In-Home Services Worker position.

5. **Request (Vacancy):**

Cristen Gignac is requesting approval to post and fill a full-time Custodian position (TU04) with Buildings and Grounds.

**Background:**

Current employee retired.

**Finance/Economics:**

This is a full-time position with benefits as provided in the full-time USW labor agreement, although membership is voluntary. Entry rate of pay is \$11.94 per hour progressing to \$14.01 per hour after 2 years. This position is currently budgeted.

**Recommendation:**

Please refer to the full Board for approval of posting and filling of the full-time Custodian position.

7. **Request (Vacancy):**

Cristen Gignac is requesting approval to post and fill a temporary full-time Custodian position.

**Background:**

The current employee is on medical leave.

**Finance/Economics:**

This is a temporary full-time position with limited benefits. Rate of pay is \$11.94 per hour and funds exist within the current budget.

**Recommendation:**

Please refer to the full Board for approval of posting and hiring of the temporary custodian position.



8. **Request (Vacancy):**  
Cristen Gignac is requesting approval to post and fill a Typist Clerk I part-time position (TS04) at the Community Center.
- Background:**  
The current employee resigned.
- Finance/Economics:**  
This is a part-time position with limited benefits as provided in the part-time USW labor agreement, although membership is voluntary. Entry rate of pay is \$11.94 progressing to \$14.01 after 4 years. Funds exist within the current budget.
- Recommendation:**  
Please refer to the full Board for approval of posting and hiring of the Typist Clerk I part-time position.
- Recommendation:**  
Please refer to the full Board for approval of posting and hiring of the Typist Clerk I part-time position.
10. **Request:**  
Craig Goulet is requesting approval to create one full-time and one part-time position for the Department of Veteran Affairs. These would be Typist Clerk III (TU-6) full-time and Typist Clerk III (TS06) part-time positions. (See attached for details)
- Background:**  
See the attached request.
- Finance/Economics:**  
There would be no impact to the General Fund. The total increased cost to convert contract workers to Bay County employees would be \$45,000. The conversion would increase the expenditures of the Soldiers/Sailors millage by \$15,000 and \$30,000 of the additional cost would be picked up by the 2021 MVAA Veteran Service Grant. This is a full-time position with benefits as provided in the full-time USW labor agreement, although membership is voluntary. Entry rate of pay is \$14.01 per hour progressing to \$16.55 (TU06) per hour after 2 years and a part-time position with benefits as provided in the part-time USW labor agreement, although membership is voluntary. Entry rate of pay is \$14.01 per hour progressing to \$16.55 (TS06) per hour after 4 years. (See attached for details)
- Recommendation:**  
Please refer to the full Board for approval of the creation of one full-time position and one part-time position for the Veteran Service officer and Emergency Relief Coordinator for the Department of Veteran Affairs.
11. **Request (Vacancy):**  
Sheriff Cunningham has submitted a request to post and fill one full-time Road Patrol Deputy.
- Background:**  
Vacancy is due to a resignation with an effective date of 10/18/2020.
- Finance/Economics:**  
This is a full-time position with benefits at \$19.21 per hour (POAM labor agreement). There will be no additional cost to Bay County for this position as this position is budgeted.
- Recommendation:**

Please refer to the full board for approval to hire one full-time road patrol deputy. Also please approve any necessary budget adjustments when required in filling this position in order to maintain minimum shift staffing and reducing cost for overtime wages.

Thank you for your consideration and approval of any necessary budget adjustments related to the aforementioned requests. If you have any questions or concerns, please feel free to contact me.

cc: Jim Barcia  
Amber Davis-Johnson  
Jan Histed  
Kim Priessnitz  
Chris Izworski  
Elizabeth Eurich  
Cristen Gignac  
Jon Morse  
Craig Goulet  
Troy Cunningham

## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

- BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/13/2020)
- WHEREAS, Currently the Veteran Service Officer and Emergency Relief Coordinator are contract positions and operate on 29 hours and 35 hours, respectively, and office hours are Monday through Thursday and the office is closed on Fridays; and
- WHEREAS, These contract positions are paid through the Soldiers/Sailors Millage levied by Bay County per State Statute; and
- WHEREAS, By converting these contract workers to Bay County employees services to veterans could be enhanced by expanding office hours and duties as assigned by the Director of Veteran Affairs; and
- WHEREAS, There would be no impact to the general fund; and
- WHEREAS, The total increased cost to convert contract workers to Bay County employees would be \$45,000.00 and the conversion would increase the expenditures of the Soldiers/Sailors millage by \$15,000.00; \$30,000.00 of the additional cost would be picked up by the 2021 MIVA Veteran Service Grant; and
- WHEREAS, The positions created would be a full time Typist Clerk III (\$14.01/hr. entry) and a part time Typist Clerk III (\$14.01/hr. entry); Therefore, Be It
- RESOLVED That the Bay County Board of approves the creation of 1 full time Typist Clerk III position and 1 part time Typist Clerk III position for the Department of Veteran Affairs; Be It Further
- RESOLVED That the contractual arrangement for the Veteran Service Officer and Emergency Relief Coordinator is terminated; Be It Finally
- RESOLVED That it is clearly understood that if the grant funds are terminated, any position(s) funded by this grant shall be terminated and will be not absorbed by the County; Be It Finally
- RESOLVED That related budget adjustments, if required, are approved.

TOM RYDER, CHAIR  
AND COMMITTEE

## Department of Veterans Affairs - Staffing Changes

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_





**BAY COUNTY  
ADMINISTRATIVE SERVICES**

**James A. Barcia**  
County Executive

**Craig Goulet**  
Director  
[gouletc@baycounty.net](mailto:gouletc@baycounty.net)

Tel: 989-895-4133

**To:** Tiffany Jerry, Personnel Director  
**From:** Craig Goulet, Director of Administrative Services & Veteran Affairs  
**Date:** September 25, 2020  
**Subject:** Veteran Affairs Employee Positions

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**Request:** This request is to submit in the upcoming October Board of Commissioners meeting a request to create 1 full time and 1 part time position for the Department of Veteran Affairs.

**Background:** Currently the rolls of Veteran Service Officer and Emergency Relief Coordinator are contract positions and operate on 29 hours and 35 hours respectively. These contract positions are also paid for through the Soldiers / Sailors Millage levied by Bay County per State Statute. Office hours are Monday through Thursday and closed on Fridays. By converting these contract workers to Bay County employees we would enhance service to veterans by expanding office hours and duties as assigned by the Director of Veteran Affairs.

**Economics:** There would be no impact to the general fund. The total increased cost to convert contract workers to Bay County employees would be \$45,000.00. The conversion would increase the expenditures of the Soldiers / Sailors millage by \$15,000.00 and \$30,000.00 of the additional cost would be picked up by the 2021 MVAA Veteran Service Grant.

**Recommendation:** It is recommended that the Board of Commissioners approves the creation of 1 full time position and 1 part time position for the Veteran Service Officer and Emergency Relief Coordinator for the Department of Veteran Affairs.

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## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

- BY:** PERSONNEL/HUMAN SERVICES COMMITTEE (10/13/2020)
- WHEREAS,** Since 2015, the Health Department has employed Nurse Practitioners at the Bay Community Health Clinic and within the Bay County Health Department as an Independent Contractors; and
- WHEREAS,** In July the Department was informed of a vacancy via the departure of one of its contracted Nurse Practitioners; and
- WHEREAS,** To ensure timely and continuous coverage in this clinic as well as the Family Planning clinic, the Health Department wishes to enter into agreement with Teresa Villano, NP; and
- WHEREAS,** There are no economic considerations, as funding for Nurse Practitioner Services has already been budgeted via grant agreements and through anticipated revenues, and can be utilized to pay all fees associated with the Independent Contractor Agreement(s); Therefore, Be It
- RESOLVED** That the Bay County Board of Commissioners approves the Independent Contractor Agreement with Teresa Villano, NP and authorizes the Chairman of the Board to execute said Agreement on behalf of Bay County (Health Department) following Corporation Counsel review and approval; Be It Further
- RESOLVED** That related budget adjustments, if required, are approved.

**TOM RYDER, CHAIR  
AND COMMITTEE**

## Health Dept - Nurse Practitioner Agreement - Teresa Villano, NP

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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1200 Washington Avenue Bay City, Michigan 48708  
PHONE (989) 895-4009/FAX (989) 895-4014/TDD (989) 895-4049  
[www.baycounty-mi.gov/Health](http://www.baycounty-mi.gov/Health)

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**James A. Barcia**  
Bay County Executive

**Joel R. Strasz**  
Public Health Officer

**TO:** Tom Ryder, Chairperson, Personnel/Human Services Committee  
**FROM:** Joel R. Strasz, Health Officer  
**DATE:** October 6, 2020  
**CC:** James Barcia, Amber Johnson, Jan Histed, Mark Pickell,  
**RE:** Authorization to Enter Into Agreement with Teresa Villiano, Nurse Practitioner

**BACKGROUND:** Since 2015, the Health Department has employed Nurse Practitioners at the Bay Community Health Clinic and within the Bay County Health Department as an Independent Contractors. In July the Department was informed of a vacancy via the departure of one of its contracted Nurse Practitioners. To ensure timely and continuous coverage in this clinic as well as the Family Planning clinic, the Health Department wishes to enter into agreement with Teresa Villiano, NP.

**FINANCE AND ECONOMICS:** There are no economic considerations, as funding for Nurse Practitioner Services has already been budgeted via grant agreements and through anticipated revenues, and can be utilized to pay all fees associated with the Independent Contractor Agreement(s).

**RECOMMENDATION:** The Health Department recommends, with Corporation Counsel review, Board authorization of the Independent Contractor Agreement for the said Nurse Practitioner as well as any budget adjustments relating to these Agreements.



## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

BY: PERSONNEL/HUMAN SERVICES COMMITTEE (10/13/2020)

WHEREAS, The Treasurer's Office will be having an upcoming retirement in the position of Staff Accountant on December 4, 2020; the position has been posted and the search for a replacement has commenced; and

WHEREAS, The Treasurer's Office staff is comprised of the Treasurer, Deputy Treasurer, two Staff Accountants and three Account Clerk IIs; and

WHEREAS, Because of the knowledge in the position, it would be best if we were able to hire the new person and allow for some training by the current Staff Accountant; and

WHEREAS, The projected cost of the training period is \$4,500 and monies are available in the Treasurer's budget as a result of the Work Share Program; Therefore, Be It

RESOLVED That the Bay County Board of Commissioners approves posting and filling the Staff Accountant position in the Treasurer; Be It Further

RESOLVED That approval is granted for 120 hours of cross training of the new Staff Accountant by the retiring Staff Accountant at a cost of \$4,500 with funds coming from the Treasurer's 2020 budget; Be It Finally

RESOLVED That related budget adjustments, if required, are approved.

TOM RYDER, CHAIR  
AND COMMITTEE

## Treasurer - Staff Accountant Vacancy &amp; Training

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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## BAY COUNTY TREASURER

**Shawna S. Walraven**  
County Treasurer  
walravens@baycounty.net

**Holly Kukla**  
Deputy Treasurer  
kuklah@baycounty.net

TO: Tom Ryder, Chair, Personnel & Human Services Committee  
FROM: Shawna S. Walraven, Bay County Treasurer  
RE: Position Update  
DATE: October 7, 2020

### **Background:**

The Treasurer's Office will be having an upcoming retirement in the position of Staff Accountant on December 4, 2020. The Treasurer's Office staff is comprised of the Treasurer, Deputy Treasurer, two Staff Accountants and three Account Clerk IIIs. We have posted the position and are searching for a replacement.

Because of the knowledge in the position, it would be best if we were able to hire the new person and allow for some training by the current Staff Accountant.

### **Financial Considerations:**

To allow for cross training by the current Staff Accountant I would ask that up to three weeks (120 hours) of overlap of the current Staff Accountant and the new Staff Accountant be allowed.

**RECOMMENDATION:** THAT THIS BOARD AUTHORIZE FILLING THE VACANT POSITION AND APPROVE TRAINING. IN ADDITION, APPROVE ALL NECESSARY BUDGET ADJUSTMENTS.



**OFFICE OF ASSIGNED COUNSEL**  
**MONTHLY REPORT**  
**AUGUST, 2020**

						2018	2019	2020
Total Number of Arraignments: .....						0	280	185
VOP	11	Misd.	40	Arraign. Only	28			
Felony	50	Traffic	38	FTA/FTP/VOB	14			
				Misc. Arraign.	4			
Total Number of Referrals: .....						180	208	153
VOP	11	Misd.	47	Appeals	0			
Felony	52	Traffic	39	PPO's	4			
				FOC	0			
				Paternity	0			
Total Number of New Assignments: .....						153	172	130
VOP	11	Misd.	39	Appeals	0			
Felony	39	Traffic	37	PPO's	4			
				FOC	0			
				Paternity	0			
Total Number of Defendants Currently Representing - Assigned on New Charges: .....						21	26	23
VOP	0	Misd.	8	Appeals	0			
Felony	13	Traffic	2	PPO's	0			
				FOC	0			
				Paternity	0			
Total Number of Defendants denied Court Appointed Counsel: .....						6	10	0
VOP	0	Misd.	0	Appeals	0			
Felony	0	Traffic	0	PPO's	0			
				FOC	0			
				Paternity	0			

**ARRAIGNMENTS**

**JEFF MARTIN**

Total Arraignments: .....						73
Felonies	24					
Misd.	21					
Traffic	12					
Arraign. Only	8					
FTA/FTP/VOB	8					

**GARSKE/HEWITT**

Total Arraignments: .....						97
Felonies	26					
Misd.	19					
Traffic	26					
Arraign. Only	20					
FTA/FTP/VOB	6					

**CIRCUIT COURT**

Total Arraignments: .....						11
Felonies/VOP	11					

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## ASSIGNMENTS

There were a total of 149 defendants assigned on felonies, misdemeanors, traffic & vop's.

### CRIMINAL DEFENSE OFFICE

	2018	2019	2020
New Assignments: .....	64	86	71

Felonies	20
C.C. VOP	4
Misd.	24
Traffic	23

Arraigned 4

There were a total of 126 NEW assignments on felonies, misdemeanors, traffic & violations of probation, which the Criminal Defense Office was assigned.  
71 or 56%

	2018	2019	2020
Defendants Currently Representing - Assigned on New Charges .....	11	14	12

Felonies	6
C.C. VOP	0
Misd.	5
Traffic	1

Arraigned 1

Arraigned 1

### PUBLIC DEFENDER OFFICE

	2018	2019	2020
New Assignments: .....	80	73	64

Felonies	18
C.C. VOP	7
Misd.	16
Traffic	14

Arraigned 7

There were a total of 126 NEW assignments on felonies, misdemeanors, traffic & violations of probation, which the Public Defender's Office was assigned.  
54 or 43%

	2018	2019	2020
Defendants Currently Representing - Assigned on New Charges .....	10	11	9

Felonies	5
C.C. VOP	0
Misd.	3
Traffic	1

Arraigned 2

### PRIVATE COUNSEL

	2018	2019	2020
New Assignments: .....	8	12	1

Felonies	1
C.C. VOP	0
Misd.	0
Traffic	0

There were a total of 126 NEW assignments on felonies, misdemeanors, traffic & violations of probation, which the Private Counsel was assigned.  
1 or 1%

	2018	2019	2020
Defendants Currently Representing - Assigned on New Charges .....	0	1	2

Felonies	2
C.C. VOP	0
Misd.	0
Traffic	0

BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

RESOLUTION

BY: BAY COUNTY BOARD OF COMMISSIONERS (10/13/2020)

RESOLVED By the Bay County Board of Commissioners that the following report is received:

1. Employment Status Report - SEPTEMBER 2020

MICHAEL J. DURANCZYK, CHAIR  
AND BOARD

County Executive - Status Reports

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**CHANGES IN EMPLOYMENT STATUS**  
**September, 2020**

<u>EMPLOYEE NAME</u>	<u>DEPARTMENT</u>	<u>DATE</u>
<b><u>NEW HIRES (Regular Status):</u></b>		
Jillian Rose Typist Clerk II Personnel/Retirement	Personnel	9/1/2020
Jennifer Jacobs Public Health Nurse - Family Planning Clinic	Health Department	9/14/2020
<b><u>NEW HIRE (On-call/temporary):</u></b>		
Judith Rodarte On-Call Site Manager	Dept on Aging	9/4/2020
Alicia Parady On-Call In-Home Service Worker	Dept on Aging	9/17/2020
<b><u>TRANSFER:</u></b>		
Briana Walters To: Full-time Cook From: PT Cook	To: Dept on Aging From: Dept on Aging	9/14/2020
Rebekah Wieland To: PT Site Coordinator From OC Site Coordinator	To: Dept On Aging From: Dept on Aging	9/14/2020
Marla Backus To: PT In-Home Worker From: PT Site Manager	To: Dept on Aging From: Dept on Aging	9/21/2020
Louis DuRussel To: Preliminary Breath Tester From: PT CFO	Sheriff Department	8/3/2020
<b><u>RETURN:</u></b>		
Chancellor Smith Epidemiological Investigator	Health Department	9/14/2020
Sally McCaffrey Epidemiological Investigator	Health Department	9/14/2020
<b><u>SEPARATIONS (Temp/On-call status)</u></b>		
Jeff Walkowiak Night Technician	Mosquito Control	8/21/2020
Brooke Duley Day Technician	Mosquito Control	8/21/2020

Joseph Lobodzinski Day Technician	Mosquito Control	8/25/2020
Madisyn Dye Day Technician	Mosquito Control	8/27/2020
Chandler Martin Day Technician	Mosquito Control	8/21/2020
Ella Stone Night Technician	Mosquito Control	8/18/2020
Seth Taylor Day Technician	Mosquito Control	8/21/2020
Owen VanDriessche Day Technician	Mosquito Control	8/19/2020

**SEPARATIONS:**

Patrick Williams Custodian/Attendant Part-time	Buildings & Grounds	9/30/2020
Albert Presley Correctional Facility Officer	Sheriff Department	9/12/2020
Susan Jones On-Call Cook	Dept on Aging	9/11/2020
Char Hogan Typist Clerk I Community Center	Dept on Aging	9/10/2020
Daniel DeWaele Preliminary Breath Tester	Sheriff Department	9/30/2020

**RETIREMENT:**

Susan Harris Custodian	Buildings & Grounds	9/18/2020
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Personnel Department  
9/30/2020



## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

**BY:** BAY COUNTY BOARD OF COMMISSIONERS (10/13/2020)

**WHEREAS,** In 2010 the Bay County Board of Commissioners approved participation in the Michigan Green School Initiative which grants "Michigan Green School" designation to any public or private school in Michigan that meets certain criteria; and

**WHEREAS,** In 2012 the Board of Commissioners approved continued participation in this program with administration of the program being provided by Alicia Wallace through the Department of Environmental Affairs and Community Development; and

**WHEREAS,** This year Michigan Green School applications have been received from Auburn Area Catholic School, Bay-Arenac ISD Career Center, Bay-Arenac Community High School, Bush Elementary School, John Glenn High School, and Washington Elementary School, all meeting the requirements outlined in the Act to qualify as a Michigan Green School. Washington Elementary School being a first time participants; and

**WHEREAS,** Three (3) schools, Bay-Arenac ISD Career Center, John Glenn High School, and Bangor Central Washington Elementary School submitted 20 or more points and meet the requirements to be awarded the Evergreen Level MI Green School designation; and

**WHEREAS,** The Auburn Area Catholic School and Bay-Arenac Community High School submitted 15 points and meet the requirements to be awarded the Emerald Green Schools designation and Bush Elementary submitted 10 points to qualify as a Michigan Green School; Therefore, Be It

**RESOLVED** That the Bay County Board of Commissioners and Bay County Executive go on record recognizing the hard work and commitment to promote sound environmental stewardship and energy conservation shown by Bay-Arenac ISD Career Center, John Glenn High School, and Bangor Central Washington Elementary School in achieving their Evergreen Level MI Green School designation; to Auburn Area Catholic School and Bay-Arenac Community High School in achieving their Emerald Level Michigan Green Schools designation; to Bush Elementary School for qualifying as a Michigan Green School.

MICHAEL J. DURANCZYK, CHAIR

AND BOARD

Env Affairs - Michigan Green Schools Tribute

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_

AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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**BAY COUNTY GYPSY MOTH  
SUPPRESSION PROGRAM**

515 Center Avenue, Suite 503  
Bay City, Michigan 48708

**ALICIA WALLACE, COORDINATOR**  
wallacea@baycounty.net

**JEREMY LOWELL, ASST. COORDINATOR**  
lowellj@baycounty.net

Phone 989-895-4195  
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**JAMES A. BARCIA**  
Bay County Executive

**LAURA OGAR, DIRECTOR**  
Environmental Affairs &  
Community Development  
ogarl@baycounty.net

Community Initiatives  
Geographic Information Systems  
Gypsy Moth Suppression Program  
Mosquito Control  
Transportation Planning

**MEMORANDUM**

**DATE:** September 11, 2020

**TO:** Commissioner Michael Duranczyk, Chair  
Bay County Board of Commissioners

**FROM:** Alicia Wallace, Bay County Green Schools Coordinator  
Environmental Affairs & Community Development *AW*

**RE:** **Recognition of 2019-2020 Michigan Green School Recipients**

**Background:**

In 2010, the Bay County Board of Commissioners approved participation in the Michigan Green School Initiative (Board Resolution 2010-69) which grants "Michigan Green School" designation to any public or private school in Michigan which meet certain criteria. The enabling law is known as the Michigan Green School Law (a bill to amend 1994 PA 451, entitled "Natural Resources and Environmental Protection Act," [MCL 324.101 to 324.90106] by adding section 2511). In 2012, the Board of Commissioners approved continued participation in this program with Board resolution No. 2012-53 with administration of the program being provided through the Environmental Affairs and Community Development Department with Alicia Wallace as the local Coordinator.

In spring of 2020 qualifying Michigan Green School applications were received from Bay-Arenac ISD Career Center, John Glenn High School, and Washington Elementary Schools at Evergreen Level for submitting 20 or more points qualifying activities; Auburn Area Catholic School and Bay-Arenac Community High School at Emerald Level for submitting 15 or more activities; and Bush Elementary at Green Level for submitted 10 activities. Then the Covid-19 pandemic hit. Now that school has resumed and all the paperwork and awards are prepared, it is time to recognize 2019-2020 recipients.

**Finance & Economics: No general funds required.**

**Recommendation:**

Request that the Bay County Board of Commissioners join Mr. Barcia and the State of Michigan in recognizing Michigan Green School award recipients for their efforts to promote sound resource management, energy conservation and environmental stewardship. The schools receiving Evergreen Level Michigan Green School designation are: Bay-Arenac ISD Career Center, John Glenn High School, and Washington Elementary Schools; Emerald Level designation: Auburn Area Catholic School and Bay-Arenac Community High School; and Bush Elementary as a Green Level Michigan Green School.

cc: Jim Barcia, Laura Ogar, Deanne Berger, Amber Davis-Johnson, Bob Redmond, Eliza Noyola



## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

- BY:** BAY COUNTY BOARD OF COMMISSIONERS (10/13/2020)
- WHEREAS,** On August 12, 2020, MICHELLE RICHARDSON retired as Bay County Hearing and Vision Technician after 42 years of dedicated service to the citizens and, in particular, to the children of Bay County; and
- WHEREAS,** MICHELLE RICHARDSON's career with Bay County began in 1978 at the Health Department working in the Early and Periodic Screening, Diagnosis and Treatment (EPSDT) Clinic, where she learned how to screen children for hearing and vision; and
- WHEREAS,** In 2000, using skills learned in EPSDT Clinic, MICHELLE RICHARDSON transferred to a position as a School Hearing and Vision Technician and it was in this position that she became a friendly and familiar face throughout Bay County Public and Parochial Schools and Childcare Centers, touching many with her excellent and compassionate care; and
- WHEREAS,** MICHELLE RICHARDSON first retired from Bay County in September 2004, only to find she missed her job, the children and her coworkers, so, upon request of then Health Officer, Rick Dryzga, she returned part time in October 2004 to continue her role as a School Hearing and Vision Technician, where she remained until her retirement on August 12, 2020.
- WHEREAS,** In serving Bay County, MICHELLE RICHARDSON has been a visible face of the Health Department, earning the respect and admiration of all who have worked with her over the years, both at the Health Department and in the Community; Therefore, Be It
- RESOLVED,** That the Bay County Board of Commissioners and County Executive offer their congratulations to MICHELLE RICHARDSON for her contribution to the health and wellness of Bay County children and citizens; Be it Further
- RESOLVED,** That the Bay County Board of Commissioners and County Executive extend to MICHELLE RICHARDSON their best wishes for a long, healthy, fulfilling, and well deserved retirement.
- RESOLVED** That related budget adjustments, if required, are approved.

MICHAEL J. DURANCZYK, CHAIR  
AND BOARD

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

## VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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## BAY COUNTY BOARD OF COMMISSIONERS

OCTOBER 13, 2020

## RESOLUTION

- BY:** BAY COUNTY BOARD OF COMMISSIONERS (10/13/2020)
- WHEREAS,** On August 12, 2020, NORMA FELKER retired as Bay County Hearing and Vision Technician after 47 years of dedicated service to the citizens and, in particular, to the children of Bay County; and
- WHEREAS,** NORMA FELKER'S career with Bay County began in 1973 as a Clerk Typist II in the Equalization Department, where she worked for two years before transferring to the Health Department;
- WHEREAS,** In 1975 NORMA began her lifelong career as a School Hearing and Vision Technician and it was in this position that she became a friendly and familiar face throughout Bay County Public and Parochial Schools and Childcare Centers, touching many with her excellent and compassionate care;
- WHEREAS,** NORMA FELKER first retired from Bay County in August 2004, only to find she missed her job, the children and her coworkers, so, upon request of then Health Officer, Rick Dryzga, she returned part time in September 2004 to continue her role as a School Hearing and Vision Technician, where she remained until her retirement on August 12, 2020.
- WHEREAS,** In serving Bay County, NORMA FELKER has been a visible face of the Health Department, earning the respect and admiration of all who have worked with her over the years, both at the Health Department and in the Community; Therefore, Be It
- RESOLVED,** That the Bay County Board of Commissioners and County Executive offer their congratulations to NORMA FELKER for her contribution to the health and wellness of Bay County children and citizens; Be it Further
- RESOLVED,** That the Bay County Board of Commissioners and County Executive extend to NORMA FELKER their best wishes for a long, healthy, fulfilling and well deserved retirement.
- RESOLVED** That related budget adjustments, if required, are approved.

**MICHAEL J. DURANCZYK, CHAIR  
AND BOARD**

MOVED BY COMM. \_\_\_\_\_

SUPPORTED BY COMM. \_\_\_\_\_

COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E	COMMISSIONER	Y	N	E
MICHAEL J. DURANCZYK				KIM J. COONAN				MICHAEL E. LUTZ			
ERNIE KRYGIER				THOMAS M. HEREK							
VAUGHN J. BEGICK				TOM RYDER							

VOTE TOTALS:

ROLL CALL: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

VOICE: YEAS \_\_\_\_\_ NAYS \_\_\_\_\_ EXCUSED \_\_\_\_\_

 DISPOSITION: ADOPTED \_\_\_\_\_ DEFEATED \_\_\_\_\_ WITHDRAWN \_\_\_\_\_  
 AMENDED \_\_\_\_\_ CORRECTED \_\_\_\_\_ REFERRED \_\_\_\_\_ NO ACTION TAKEN \_\_\_\_\_

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## **BAY COUNTY BOARD OF COMMISSIONERS**

**SEPTEMBER 8, 2020**

THE BAY COUNTY BOARD OF COMMISSIONERS MET FOR A REGULAR SESSION ON TUESDAY, SEPTEMBER 8, 2020, VIA ZOOM. DUE TO THE SPREAD OF THE COVID-19 (CORONA VIRUS DISEASE 2019) THE MEETING WAS HELD VIA ZOOM. PUBLIC ACCESS AT BAY COUNTY COMMUNITY CENTER, 108 JOHN F. KENNEDY DRIVE, BAY CITY, MI. THE MEETING WAS CALLED TO ORDER BY CHAIRMAN MICHAEL DURANCZYK AT 4:00 P.M. WITH THE FOLLOWING MEMBERS AND GUESTS PRESENT.

ROLL CALL: COMMISSIONERS ERNIE KRYGIER, VAUGHN J. BEGICK, KIM COONAN, THOMAS HEREK, TOM RYDER, MICHAEL LUTZ AND CHAIRMAN MICHAEL DURANCZYK

OTHER MEMBERS: CYNTHIA A. LUCZAK, BAY COUNTY CLERK  
TINA MUELLER, SECRETARY TO THE COUNTY CLERK  
DEANNE C. BERGER, BOARD COORDINATOR  
ROBERT J. REDMOND, FINANCIAL ANALYST

ALSO PRESENT: JIM BARCIA, COUNTY EXECUTIVE  
TIFFANY JERRY, PERSONNEL AND EMPLOYEE RELATIONS DIRECTOR  
JAN HISTED, FINANCE OFFICER  
AMBER DAVIS-JOHNSON, CORPORATION COUNSEL  
HEATHER PITCHER, ASSISTANT CORPORATION COUNSEL  
CRAIG GOULET, ADMINISTRATIVE SERVICES DIRECTOR  
CRISTEN GIGNAC, RECREATION AND FACILITIES  
ELIZABETH EURICH, DIRECTOR OF DIVISION ON AGING  
JOEL STRASZ, HEALTH DEPARTMENT DIRECTOR  
SHAWNA WALRAVEN, TREASURER  
KELLY RIFENBARK, EQUALIZATION DIRECTOR  
CHRIS MAUSOLF, UNDERSHERIFF  
RYAN MANZ, EMERGENCY MGMT COORDINATOR  
NANCY BORUSHKO, BAY COUNTY PROSECUTOR  
VARIOUS ELECTED OFFICIALS  
VARIOUS DEPARTMENT HEADS  
NEWS MEDIA

INVOCATION: THE INVOCATION WAS GIVEN BY THE BAY COUNTY CLERK, CYNTHIA A. LUCZAK.

MOMENT OF SILENCE: MOMENT OF SILENCE IN MEMORY OF 9-11



PLEDGE OF  
ALLEGIANCE:

### MINUTES

MOTION 63: COMM. RYDER MOVED TO APPROVE THE BOARD MINUTES FOR THE BAY COUNTY BOARD OF COMMISSIONERS REGULAR SESSION BOARD MEETINGS AUGUST 11, 2020;AS PRESENTED. IT WAS SUPPORTED BY COMM. BEGICK AND PASSED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

### CITIZENS INPUT

THERE WERE NO CITIZENS PRESENT WHO CAME FORWARD TO ADDRESS THE BOARD.

### PETITIONS AND COMMUNICATIONS

MOTION 64: COMM. KRYGIER MOVED TO RECEIVE AND CONCUR WITH THE CHAIR OF THE BAY COUNTY DEMOCRATIC PARTY TO RECOMMEND THE FOLLOWING ALTERNATES TO THE BAY COUNTY BOARD OF CANVASSERS - THOMAS E. BOCK AND DEBRA RUSSELL. IT WAS SUPPORTED BY COMM. COONAN AND PASSED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

### REPORTS/RESOLUTIONS OF COMMITTEES

#### WAYS AND MEANS (TOM HEREK, CHAIR; MICHAEL LUTZ, VICE CHAIR)

RES. 2020-159: COMM. HEREK MOVED TO ADOPT RES. 2020-159, THE BOARD OF COMMISSIONERS OF BAY COUNTY, MICHIGAN, APPROVED THE CASA CONTRACT FOR PROBATE COURT FOR THE PERIOD OCTOBER 1, 2020 TO SEPTEMBER 30, 2021, AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE SAID CONTRACT AND ANY NECESSARY AGREEMENTS/DOCUMENTS REQUIRED TO COMPLETE THIS CONTRACT WITH THE CAN COUNCIL GREAT LAKES BAY REGION ON BEHALF OF BAY COUNTY. THE CASA PROGRAM IS FUNDED BY CHILD CARE FUND DOLLARS AND IS REIMBURSED TO THE COUNTY AT 50%. A PROPOSED CONTRACT, WHICH IS THE SAME CONTRACT AS

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LAST YEAR WITH THE EXCEPTION OF AN UPDATED TERM OF CONTRACT HAS BEEN SUBMITTED FOR APPROVAL. IT WAS SUPPORTED BY COMM. BEGICK AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-160: COMM. HEREK MOVED TO ADOPT RES. 2020-160, THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED THE AMENDMENT TO THE 2019-2020 PROSECUTOR'S FEDERAL VICTIMS OF CRIME ACT (VOCA) GRANT ALLOWING THE TRANSFER OF UNSPENT FUNDS FROM THE TRAVEL AND WAGES/FRINGE BENEFITS LINE ITEMS AND AUTHORIZED THE BOARD CHAIR TO SIGN THE REQUIRED AMENDMENT DOCUMENTS ON BEHALF OF BAY COUNTY (PROSECUTOR). ON MAY 14, 2019, THE BAY COUNTY BOARD OF COMMISSIONERS ADOPTED RESOLUTION 2019-100 APPROVED THE PROSECUTOR'S FEDERAL VICTIMS OF CRIME ACT (VOCA) GRANT; AND AS THE RESULT OF THE COVID-19 PANDEMIC, AN UNFILLED APPROVED VACANCY HAD EXISTED IN THE PROSECUTOR'S OFFICE SINCE MAY SO FUNDS EXIST IN THAT LINE ITEM; FUNDS ALSO REMAIN IN THE TRAVEL LINE ITEM. IT IS THE PROSECUTOR'S INTENT TO MOVE UNSPENT FUNDS FROM TRAVEL AND WAGES/FRINGE BENEFITS TO OTHER LINE ITEMS WHERE THESE FUNDS CAN BE UTILIZED IN ORDER TO EXPEND THE UNSPENT FUNDS PRIOR TO THE GRANTS FISCAL YEAR END. BAY COUNTY HAD BEEN ADVISED VERBALLY BY THE STATE VOCA PROGRAM MANAGER THAT BAY COUNTY'S GRANT AMENDMENT WILL BE APPROVED, HOWEVER, FINAL DOCUMENTS HAVE NOT YET BEEN RECEIVED. THE FUNDING AGENCY APPROACHED BAY COUNTY REQUESTING THAT THEY ATTEMPT TO EXPEND THE MONIES THAT WOULD NORMALLY NOT HAVE BEEN AVAILABLE IN THE PRE-PANDEMIC YEARS. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY ROLL CALL VOTE :7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. COONAN: COMM. COONAN ASKED TO BE PROVIDED INFORMATION ON THIS UNFILLED POSITION, HE ASKED WHY THIS POSITION WENT UNFILLED? PER DEANNE BURGER, BOARD COORDINATOR, IT WAS A GRANT POSITION AND DUE TO THE PANDEMIC IT COULD NOT BE FILLED. THE STATE WANTS THE MONEY TRANSFERRED AND UTILIZED SOMEWHERE ELSE, THEY DO NOT WANT IT RETURNED TO THE FEDERAL GOVERNMENT. PER DEANNE THE JOB WILL PROBABLY BE FILLED THIS YEAR.



RES. 2020-161: COMM. HEREK MOVED TO ADOPT RES. 2020-161, THE BAY COUNTY BOARD OF COMMISSIONERS, BASED ON THE RECOMMENDATION OF THE BAY COUNTY TREASURER CITING CONCERNS ABOUT POTENTIAL LIABILITY IN LITIGATION AND THE IMPACT OF THE COVID-19 PANDEMIC, WON'T AUTHORIZE THE TRANSFER OF ANY FUNDS TO THE GENERAL FUND IN 2021 SO THAT ADEQUATE FUNDS EXIST TO CONTINUE MAKING THE DISTRIBUTION TO THE TAX UNITS. IN OCTOBER 2008, THE BAY COUNTY BOARD OF COMMISSIONERS AMENDED THE DELINQUENT TAX REVOLVING FUND POLICY INCREASING THE RESERVE FROM 10% TO 20% AFTER THE ANNUAL DISTRIBUTION TO THE TAX UNITS. AS OF JULY 1, 2020 THE DELINQUENT TAX REVOLVING FUND HAD \$1.1 MILLION ON HAND FOLLOWING THE ANNUAL DISBURSEMENT TO THE TAX UNITS OF \$6.1 MILLION AND BEFORE THE 2020 BUDGETED TRANSFER OF \$1,100,000.00 AND TRANSFERS TO THE GENERAL FUND HAD BEEN APPROXIMATELY THE AMOUNT THE FUND HAD EARNED AND THE FUND HAS NOT HAD TO BORROW SINCE 1998. HOWEVER, THERE HAS BEEN LITIGATION SURROUNDING THE GENERAL PROPERTY TAX ACT AND THERE HAD RECENTLY BEEN A RULING IN RAFAELI V. OAKLAND COUNTY THAT MAY RESULT IN A LIABILITY FOR THE COUNTY. THE LITIGATION IS NOT FULLY RESOLVED AND THERE IS NO WAY TO KNOW BAY COUNTY'S POTENTIAL LIABILITY GIVEN THE MULTITUDE OF DECISIONS YET REMAINING. FOR THE YEAR ENDED DECEMBER 31, 2019, THE FUND NET REVENUE BEFORE CONTRIBUTION AND TRANSFERS WAS \$1,084,814 AND, AFTER ADDING NET FORFEITURE/FORECLOSURE REVENUE OF \$1,926, THE CASH FLOW FROM OPERATIONS WAS \$1,086,740. THE BAY COUNTY TREASURER HAD PROVIDED THE WAYS AND MEANS COMMITTEE A DETAILED ANNUAL REVIEW OF THE DELINQUENT TAX REVOLVING FUND. THE DELINQUENT TAX REVOLVING FUND IS FUNCTIONING AS INTENDED AND HAD ALLOWED HAVING AN ADEQUATE AMOUNT ON HAND TO MAKE THE ANNUAL DISTRIBUTION TO THE TAX UNITS WITHOUT HAVING TO BORROW. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. BEGICK: COMM. BEGICK COMMENTED THAT AT HIS RECENT MICHIGAN ASSOCIATION OF COUNTIES ON LINE CONFERENCE THE TREASURER'S TALKED ABOUT THE CONCERNS OF OWING THIS MONEY. THEY BELIEVED THIS WAS GOING TO HAPPEN AND IT WAS A GOOD IDEA TO HOLD ONTO THE MONEY AND KEEP IT ON HAND.



COMM. COONAN: COMM. COONAN ASKED FOR AN UPDATE FROM SHAWNA WALRAVEN, BAY COUNTY TREASURER.

SHAWNA WALRAVEN: SHAWNA WALRAVEN, BAY COUNTY TREASURER, SHARED THE TREASURERS ASSOCIATION WAS WORKING ON A LEGISLATIVE SOLUTION TO THE RAFAELI ISSUE AND THEY AGREE A POTENTIAL LIABILITY MAY EXIST. THEY ARE NOT SURE ON THE IMPACT, HOW FAR THEY WILL GO BACK OR HOW MUCH OF A LIABILITY THERE WILL BE. THE TREASURE'S OFFICE WON'T KNOW THE AMOUNT OF DELINQUENT TAXES UNTIL MARCH 2021.

RES. 2020-162: COMM. HEREK MOVED TO APPROVE RES. 2020-162, THE BAY COUNTY BOARD OF COMMISSIONERS APPROVED CONTINUED PARTICIPATION IN THE MICHIGAN OFFICE OF HIGHWAY SAFETY PLANNING (OHSP) TRAFFIC ENFORCEMENT PROGRAM AND AUTHORIZED THE SHERIFF'S OFFICE TO SUBMIT AN APPLICATION FOR THE OHSP TRAFFIC ENFORCEMENT GRANT FTY2021. FOR THE PAST SEVERAL YEARS, THE SHERIFF'S OFFICE HAD BEEN AWARDED TRAFFIC ENFORCEMENT GRANTS OFFERED THROUGH THE MICHIGAN OFFICE OF HIGHWAY SAFETY PLANNING (OHSP). SAFETY BELT AND IMPAIRED DRIVING ENFORCEMENT ARE AMONG THE ENFORCEMENT GRANT PROGRAMS THE SHERIFFS OFFICE HAD PARTICIPATED IN WITH OHSP GRANT FUNDING. AN OPPORTUNITY WAS AGAIN BEING OFFERED TO THE SHERIFFS OFFICE FOR 2021 AND THE PROPOSED FUNDING LEVEL IS \$20,183, I.E. SEAT BELT ENFORCEMENT (UP TO \$6,912) AND IMPAIRED DRIVING ENFORCEMENT (UP TO \$13,271). THE GRANT PROVIDES FOR DEPUTIES'S WAGES DURING ADDITIONAL SCHEDULED PATROLS THROUGHOUT 2021. IT WAS SUPPORTED BY COMM. LUTZ AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-163: COMM. HEREK MOVED TO ADOPT RES. 2020-163, AUTHORIZED JULI REYNOLDS, JUVENILE HOME DIRECTOR, TO PROCEED WITH THE JAG GRANT APPLICATION AS THE DESIGNEE/CONTACT PERSON. THE JUSTICE ASSISTANCE GRANT (JAG) PROGRAM IS A PRIMARY PROVIDER OF FEDERAL CRIMINAL JUSTICE FUNDING TO STATE AND LOCAL JURISDICTIONS WHICH THE BAY COUNTY SHERIFF'S OFFICE HAS UTILIZED IN THE PAST. THIS YEAR'S ALLOCATION IS \$16,320.00 AND ONCE AGAIN IT WILL BE SHARED 50/50 WITH THE BAY CITY POLICE DEPARTMENT, FUNDS WILL BE UTILIZED FOR LAW ENFORCEMENT EQUIPMENT IN ACCORDANCE TO GRANT



STIPULATION. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-164: COMM. HEREK MOVED TO ADOPT RES. 2020-164, AUTHORIZED BUDGET ADJUSTMENTS RELATED/REQUIRED FOR THE 2020 BAY COUNTY DRAIN OFFICE REMONUMENTATION PLAN. ON JANUARY 14, 2020, THE BAY COUNTY BOARD OF COMMISSIONERS ADOPTED RESOLUTION NO. 2020-03 APPROVING THE 2020REMONUMENTATION PROGRAM BUT THE LANGUAGE APPROVING RELATED/REQUIRED BUDGET ADJUSTMENTS WAS INADVERTENTLY OMITTED. IT WAS SUPPORTED BY COMM. BEGICK AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-165: COMM. HEREK MOVED TO ADOPT RES. 2020-165, AUTHORIZED ENTERING INTO AN AGREEMENT FOR A BILLBOARD TO ADVERTISE THE SERVICES PROVIDED BY THE DEPARTMENT OF VETERANS AFFAIRS. THE STATE OF MICHIGAN HAD ALLOCATED GRANT FUNDS TO ENHANCE COUNTIES' ABILITIES TO PROVIDE VETERAN BENEFIT CLAIMS ASSISTANCE AND PART OF THE 2020 GOAL WAS TO PROMOTE THE DEPARTMENT OF VETERAN AFFAIRS UTILIZING A BILLBOARD TO ADVERTISE THE SERVICES PROVIDED; THE BILLBOARD WOULD RUN FOR A FOUR WEEK PERIOD OF TIME; AND THE BILLBOARD WOULD BE PAID FOR UTILIZING THE MVAA GRANT THROUGH THE STATE OF MICHIGAN AND NO GENERAL FUND DOLLARS WOULD BE REQUIRED. IT WAS SUPPORTED BY COMM. BEGICK AND ADOPTED BY ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-166: COMM. HEREK MOVED TO ADOPT RES. 2020-166, CONCURRED WITH SUBMITTAL OF THE 2021 MICHIGAN VETERANS AFFAIRS AGENCY VETERAN SERVICE GRANT APPLICATION AND AUTHORIZED THE BOARD CHAIR TO SIGN THE APPLICATION AND GRANT AWARD DOCUMENTS ON BEHALF OF BAY COUNTY (VETERANS AFFAIRS). THE STATE OF MICHIGAN HAD ALLOCATED GRANT FUNDS TO ENHANCE COUNTIES' ABILITIES TO PROVIDE VETERAN BENEFIT CLAIMS ASSISTANCE. GRANT APPLICATIONS WERE DUE SEPTEMBER 1, 2020 AND NOT WISHING TO JEOPARDIZE THIS FUNDING AND BECAUSE THE BOARD MEETING WAS SCHEDULED AFTER THE APPLICATION DEADLINE, THE APPLICATION FOR FUNDING WAS

SUBMITTED IN A TIMELY MANNER. THE BASE AWARD TOTALS \$50,000.00 WITH A PER CAPITA AWARD \$10,168.00 (THIS AMOUNT MAY INCREASE BASED ON ROLLOVER FROM FY20 CVSF GRANT WHICH WILL NOT BE AVAILABLE UNTIL FY20 IS CLOSED) FOR A TOTAL CVSF GRANT AWARD OF \$60,168.00. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-167: COMM. HEREK MOVED TO ADOPT RES. 2020-167, APPROVED THE EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) AGREEMENT AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT ON BEHALF OF BAY COUNTY (EMERGENCY MANAGEMENT) FOLLOWING FINANCE DEPARTMENT AND CORPORATION COUNSEL REVIEW AND APPROVAL. THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) PROVIDES FEDERAL FUNDS THROUGH THE EMPG PROGRAM FOR STATE AND LOCAL EMERGENCY MANAGEMENT PROGRAMS. IN ORDER TO REMAIN ELIGIBLE FOR EMPG FUNDING, CURRENT AND ADEQUATE PLANS MUST BE MAINTAINED AND EXERCISE REQUIREMENTS MUST BE MET. IN ADDITION, EACH PROGRAM MUST COMPLETE THEIR QUARTERLY WORK AGREEMENT ACTIVITIES AND SUBMIT ALL NECESSARY QUARTERLY DOCUMENTATION TO MSP-EMHSD. THE EMPG AGREEMENT COVERS THE CURRENT FISCAL YEAR AND THE AGREEMENT COVERS 34.83% (\$25,714.00) OF COVERED PROGRAM EXPENSES. IT WAS SUPPORTED BY COMM. LUTZ AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-168: COMM. HEREK MOVED TO ADOPT RES. 2020-168, APPROVED THE 2019 HOMELAND SECURITY GRANT PROGRAM SUB-RECIPIENT FUNDING AGREEMENT WITH THE CITY OF MIDLAND AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT ON BEHALF OF BAY COUNTY FOLLOWING CORPORATION COUNSEL REVIEW AND APPROVAL. THE CITY OF MIDLAND WAS ELECTED AND APPOINTED FIDUCIARY FOR THE 2019 HOMELAND SECURITY GRANT PROGRAM BY THE REGION 3 HOMELAND SECURITY PLANNING BOARD. THE CITY OF MIDLAND ACCEPTED THE POSITION AND ENTERED INTO THE 2019 HOMELAND SECURITY GRANT PROGRAM WITH THE STATE POLICE EMERGENCY MANAGEMENT AND HOMELAND SECURITY DIVISION AND BECAME THE SUB-GRANTEE FOR THE GRANT. IN



CONSIDERATION OF THE MUTUAL PROMISES, OBLIGATIONS, REPRESENTATIONS, AND ASSURANCES IN THE AGREEMENT, THE CITY OF MIDLAND IS REQUESTING THE COUNTY OF BAY TO ENTER INTO THIS 2019 HOMELAND SECURITY GRANT PROGRAM SUB-RECIPIENT FUNDING AGREEMENT FOR THE PROTECTION OF BOTH PARTIES. THE SUB-RECIPIENT FUNDING AGREEMENT WITH THE CITY OF MIDLAND WILL COVER THE FY19 HSGP GRANT FOR BAY COUNTY IN THE AMOUNT OF \$25,230.50. ALL EXPENDITURES WERE APPROVED BY THE FIDUCIARY AND THE STATE OF MICHIGAN AND WERE FULLY REIMBURSED INCURRING NO COSTS TO BAY COUNTY. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-169: COMM. HEREK MOVED TO ADOPT RES. 2020-169, ACCEPTED AND AUTHORIZED THE DISTRIBUTION OF THE MDHHS SUPPLEMENTAL FUNDS FOR IMMUNIZATION EFFORTS AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE ANY AND ALL REQUIRED AGREEMENTS/DOCUMENTS PERTAINING TO THE SUPPLEMENTAL FUNDING ON BEHALF OF BAY COUNTY. IN THE PAST TWO WEEKS, THE BAY COUNTY HEALTH DEPARTMENT HAD RECEIVED NOTIFICATION OF A SUPPLEMENTAL ALLOCATION FOR INFLUENZA IMMUNIZATION EFFORTS FROM THE MICHIGAN DEPARTMENT OF HEALTH AND HUMAN SERVICES IN THE AMOUNT OF \$93,911. THIS SUPPLEMENTAL FUNDING IS TO BE USED TO PROVIDE INFLUENZA AND OTHER IMMUNIZATION CLINICS FOR VULNERABLE AND UNINSURED/UNDERINSURED POPULATIONS WITHIN THE COUNTY WHO ARE MOST AT NEED OF VACCINE DURING THIS PANDEMIC PERIOD. THE AMOUNT RECEIVED FROM MDHHS IS \$93,911 AS NOTED ABOVE AND THE FUNDS WILL BE UTILIZED TO COVER COSTS FOR EXTRA PERSONNEL AND OTHER SUPPLIES AND APPROPRIATE EXPENSES. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM. KRYGIER: COMM. KRYGIER ASKED JOEL STRASZ, HEALTH DEPARTMENT DIRECTOR IF THEY WILL NEED EXTRA PEOPLE FOR A FULL YEAR? PER JOEL HE DOES NOT ANTICIPATE NEEDING THEM A FULL YEAR, THE FUNDING WAS THROUGH THE END OF JUNE 2021, THE ACTIVITY WILL RUN FROM OCTOBER OF THIS YEAR THROUGH MARCH OR APRIL 2021. COMM. KRYGIER ALSO ASKED IF THERE WOULD BE A PROBLEM FINDING NURSES DURING THESE COVID-19



TIMES. PER JOEL, HE DOESN'T THINK THEY WILL HAVE PROBLEMS FINDING PART-TIME NURSES.

COMM. BEGICK: COMM. BEGICK COMMENTED WE REALLY NEED TO PUSH THE FLU VACCINE ESPECIALLY DURING THESE COVID-19 TIMES.

RES. 2020-170: COMM. HEREK MOVED TO ADOPT RES. 2020-170, APPROVED AGREEMENT NUMBER DFA21-09003 COVERING THE PERIOD OCTOBER 1, 2020 TO SEPTEMBER 30, 2021 AND AUTHORIZED THE CHAIRMAN OF THE BOARD TO EXECUTE SAID AGREEMENT ON BEHALF OF BAY COUNTY FOLLOWING FINANCE DEPARTMENT AND CORPORATION COUNSEL REVIEW/APPROVAL. ON AUGUST 11, 2015, THE BAY COUNTY BOARD OF COMMISSIONERS ADOPTED RESOLUTION NO. 2015-182 APPROVING AN AGREEMENT WITH THE BAY COUNTY DEPARTMENT OF HEALTH AND HUMAN SERVICES TO ESTABLISH THE POSITION OF CHILD WELFARE HOME AIDE, NOW KNOWN AS ELIGIBILITY SPECIALIST. BAY COUNTY WAS ASKED TO SHARE HALF THE COST OF THIS POSITION AND THOSE FUNDS WERE APPROPRIATED. THE ELIGIBILITY SPECIALIST POSITION HAS PROVEN TO BE VERY SUCCESSFUL FOR PARENTS WHO ARE AT RISK OF SUBSTANTIATED CHILD ABUSE OR NEGLECT. GIVEN THE PROVEN SUCCESS RESULTING FROM THE ADDITION OF THE POSITION, IT IS RECOMMENDED THAT AGREEMENT NUMBER DFA 21-09003 BE RENEWED. BAY COUNTY'S PORTION OF THE COST FOR THE POSITION FOR THE 2020-2021 CONTRACT YEAR IS \$51,950 AND THOSE FUNDS WILL BE INCLUDED IN THE PROPOSED 2021 BAY COUNTY BUDGET. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-171: COMM. HEREK MOVED TO ADOPT RES. 2020-171 AUTHORIZED THE BOARD CHAIRMAN AND COUNTY CLERK TO SIGN 2020 TAX RATE FORM (L-4029) ON BEHALF OF BAY COUNTY. THE 2020 TAX RATE REQUEST (L-4029) IS A STATE REQUIRED FORM COMPLETED TO CERTIFY THAT THE TAX RATES (MILLAGES) HAVE BEEN REDUCED, IF NECESSARY, TO COMPLY WITH THE STATE CONSTITUTION. COLUMNS 6 AND 8 HAVE A "HEADLEE" MILLAGE REDUCTION FACTOR OF 1.000 AND A TRUTH IN ASSESSING/EQUALIZATION MILLAGE REDUCTION FRACTION OF 1.0000 AND THE FORM ALSO AUTHORIZED THE LEVY OF THE LISTED TAX RATES ON THE 2020 TAX ROLL. DUE TO THE FORM BEING DUE ON SEPTEMBER 30, 2020 AND THE NOVEMBER BALLOT CONTAINING MILLAGES FOR



RENEWAL, THIS FORM MAY NEED REVISION AFTER THE ELECTION. IT WAS SUPPORTED BY COMM. LUTZ AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-172: COMM. HEREK MOVED TO ADOPT RES. 2020-172 APPROVED THE UPDATED NUTRITION SERVICES INCENTIVE PROGRAM (NSIP) FUNDING AWARD AND THAT THE REQUIRED BUDGET ADJUSTMENT(S) BE APPROVED FOR CONGREGATE MEALS NSIP GRANT, HOME DELIVERED MEALS NSIP GRANT, AND NON TITLE 111-C NSIP GRANT FOR CONGREGATE (KAWKAWLIN ACTIVITY CENTER). DEPARTMENT ON AGING IS WORKING WITH THE FINANCE DEPARTMENT TO COMPLETE REQUIRED BUDGET ADJUSTMENT REQUESTS FOR CONGREGATE MEALS NUTRITION SERVICES INCENTIVE PROGRAM (NSIP) GRANT, HOME DELIVERED MEALS NSIP GRANT, AND NON TITLE III-C NSIP GRANT FOR CONGREGATE (KAWKAWLIN ACTIVITY CENTER). DEPARTMENT ON AGING RECEIVED THE REVISED AWARD LETTER FROM REGION VII AREA AGENCY ON AGING ON AUGUST 14, 2020 REGARDING THE 2019/2020 FUNDING FOR THE NUTRITION SERVICES INCENTIVE PROGRAM (NSIP) WHICH RESULTED IN AN OVERALL INCREASE OF \$2,578 FOR THE DEPARTMENT ON AGING. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-173: COMM. HEREK MOVED TO ADOPT RES. 2020-173, APPROVED THE ACCOUNTS PAYABLE AND BAYANET CLAIMS AGAINST THE COUNTY'S GENERAL FUND. IT WAS SUPPORTED BY COMM. RYDER AND ADOPTED BY A ROLL CALL VOTE: 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-174: COMM. HEREK MOVED TO ADOPT RES. 2020-174 APPROVED THE FOLLOWING BUDGET ADJUSTMENTS ON 09/08/2020 AND, IF REQUIRED, THE CHAIRMAN OF THE BOARD IS HEREBY AUTHORIZED TO EXECUTE ANY DOCUMENTATION NECESSARY FOR SAID BUDGET ADJUSTMENTS ON BEHALF OF BAY COUNTY. JOURNAL REQUEST NUMBER 2020-09-002, HEALTH DEPARTMENT - DIST HEALTH FUND, CONTAGIOUS DISEASE. BUDGET USE OF ADDITIONAL QUARTERLY 2020 FULL COST REIMBURSEMENT FROM THE STATE OF MICHIGAN. IT WAS SUPPORTED BY COMM. LUTZ AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

RES. 2020-175: COMM. HEREK MOVED TO ADOPT RES. 2020-175 AUTHORIZED IN



ACCORDANCE WITH THE FINANCE OFFICER'S RECOMMENDATION, THE INCREASE OF THE BUDGET STABILIZATION FUND BY \$319,016.32 FROM THE UNASSIGNED FUND BALANCE ACCOUNT CREATING A FINAL BALANCE OF \$7,143,780.64 WHICH REFLECTS THE 20% AVERAGE OF THE FIVE MOST RECENT GENERAL FUND BUDGETS. PER THE BAY COUNTY ORDINANCE NO. 28, AS AMENDED AUGUST 9, 2016, SECTION 3.002 APPROPRIATIONS TO THE FUND STATES "EACH FISCAL YEAR THE COUNTY COMMISSION MAY APPROPRIATE BY A RESOLUTION ADOPTED BY TWO-THIRDS OF IT MEMBERS ELECTED AND SERVING, ALL OR PART OF THE SURPLUS IN THE GENERAL FUND RESULTING FROM AN EXCESS OF REVENUES IN COMPARISON TO EXPENSES, TO THE BUDGET STABILIZATION ARRANGEMENT." IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

EXECUTIVE JIM  
BARCIA:

EXECUTIVE JIM BARCIA COMMENTED THIS WOULD BRING OUR BUDGET STABILIZATION ACCOUNT TO THE 20% MAXIMUM LEVEL OF THE AVERAGE OF THE LAST FIVE GENERAL FUND APPROVED BUDGETS. JIM ALSO THANKED JAN HISTED, FINANCE OFFICER, TIFFANY JERRY, PERSONNEL AND EMPLOYEE RELATIONS AND THE DEDICATED STAFF AND DEPARTMENT HEADS FOR ALL THEIR DILIGENT WORK MAKING SURE WE RECEIVED AS MANY REIMBURSABLE COSTS DUE TO THE COVID-19 PANDEMIC. JIM MENTIONED WE WOULD END THE FISCAL YEAR IN PRETTY DECENT SHAPE AND HOPEFULLY WITH A POSITIVE BALANCE.

COMM. COONAN:

COMM. COONAN QUESTIONED IF THERE WAS AN AUDIT IN JUNE OR JULY OR IS THIS MONEY BASED ON 2019 AUDITS? JAN HISTED, FINANCE OFFICER RESPONDED THAT BAY COUNTY ENDED THE 2019 FISCAL YEAR WITH A \$806,000 SURPLUS. THEY DID HAVE THEIR AUDIT FOR 2019 AND IT WAS COMPLETED AND FILED WITH THE STATE. COMM. COONAN ASKED THAT THE AUDIT TO BE EMAILED OUT ELECTRONICALLY. BAY COUNTY HAD 14 MILLION IN SAVINGS AT THE END OF 2019 AND THEY EXPECT TO HAVE A SURPLUS AT THE END OF 2020, DUE TO MONEY COMING FROM THE CARES ACT.

MOTION 65:

COMM. HEREK MOVED TO RECEIVE THE ANALYSIS OF GENERAL FUND EQUITY REPORT COVERING JANUARY 1, 2020 - AUGUST 31, 2020 AS SUBMITTED BY THE BAY COUNTY FINANCE DEPARTMENT REFLECTING AN ESTIMATED UNASSIGNED FUND BALANCE OF \$5,060,203.00. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.



## MOTION 66:

COMM. HEREK MOVED TO RECEIVE FROM THE FINANCE DEPARTMENT AN UPDATE REGARDING EXECUTIVE DIRECTIVE 2007-11. ON AUGUST 12, 2020 AN EMAIL WAS SENT REQUESTING DEPARTMENTS TO CONTACT THEIR GRANTOR AGENCIES TO CONFIRM THE LEVEL OF GRANT FUNDING FOR THE CURRENT YEAR. AS OF AUGUST 31, 2020, THE STATE GRANTOR AGENCIES THAT HAVE RESPONDED TO DEPARTMENT'S REQUESTS INDICATE THAT FUNDING LEVELS FOR THE STATE GRANTS WITH REGARD TO FISCAL YEAR 2019 AND/OR 2020 APPEAR TO HAVE NO CHANGES. IT WAS SUPPORTED BY COMM. COONAN AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

**PERSONNEL/HUMAN SERVICES (TOM RYDER, CHAIR;  
MICHAEL E. LUTZ, VICE CHAIR)**

## RES. 2020-176:

COMM. RYDER MOVED TO ADOPT RES. 2020-176 APPROVED THE REQUEST OF GARY PHILLIPS TO PURCHASE ONE YEAR AND ELEVEN MONTHS (AUGUST 17, 1978 THROUGH JULY 17, 1980 - 23 MONTHS) OF HIS MILITARY SERVICE CREDIT FOR RETIREMENT PURPOSES. ALL OF THE REQUIRED DOCUMENTS HAVE BEEN FILED BY MR. PHILLIPS WITH THE BAY COUNTY RETIREMENT ADMINISTRATOR. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

## RES. 2020-177:

COMM. RYDER MOVED TO ADOPT RES. 2020-177, APPROVED TO POST/ADVERTISE/FILL THE FOLLOWING FULL TIME/PART TIME/TEMPORARY/SEASONAL OR CO-OP POSITIONS/VACANCIES/NEW POSITIONS IN THE FOLLOWING DEPARTMENTS: 9-1-1 CENTRAL DISPATCH - FULL TIME DISPATCHER; SHERIFF'S OFFICE - FULL TIME CORRECTIONAL FACILITY OFFICER ; DEPARTMENT ON AGING - PART TIME COOK AND PART TIME IN-HOME SERVICES WORKER; JUVENILE HOME - FULL TIME YOUTH DEVELOPMENT WORKER; RECREATION & FACILITIES - BUILDINGS AND GROUNDS - FULL TIME EQUIPMENT OPERATOR; HEALTH DEPARTMENT - TEMPORARY NURSE. IT WAS SUPPORTED BY COMM. COONAN AND PASSED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.



**BOARD OF COMMISSIONERS (MICHAEL DURANCZYK, CHAIR,  
MICHAEL LUTZ, VICE CHAIR)**

RES. 2020-178:

COMM. LUTZ MOVED TO ADOPT RES. 2020-178, SUPPORTED THE BALLOT QUESTION PLACED BEFORE VOTERS IN THE 2020 GENERAL ELECTION TO UPDATE AND EXPAND THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF), GUARANTEEING INVESTMENT IN CONSERVATION AND OUTDOOR RECREATION FOR GENERATIONS TO COME, PROTECTING OUR NATURAL RESOURCES AND INVIGORATING OUR LOCAL ECONOMIES. THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) HAS FUNDED PUBLIC LAND ACQUISITION AND RECREATION PROJECTS WITH ROYALTIES FROM OIL, GAS AND MINERALS FROM PUBLIC LANDS IN ALL EIGHTY-THREE COUNTIES IN THE STATE SINCE ITS FOUNDING IN 1976. EVERY MICHIGAN RESIDENT IS WITHIN A ONE-HOUR DRIVE OF A STATE PARK OR RECREATION AREA, WHICH ARE CRITICAL CONTRIBUTORS TO MICHIGAN'S \$25.7 BILLION TOURISM INDUSTRY THAT SUPPORTS 237,733 DIRECT JOBS. BAY COUNTY HAD RECEIVED THE FOLLOWING FUNDING TO CREATE PARK AND RECREATION OPPORTUNITIES SUCH AS: 1988 - PINCONNING PARK - \$60,000 - DEVELOPMENT; 1995 - KEIT LINEAR PARK (NOW DISCOVERY PRESERVE - \$375,000 - ACQUISITION; 2000 - KEIT LINEAR PARK - \$88,226 - DEVELOPMENT; 2001 - FAIRGROUNDS - \$22,000 DEVELOPMENT; 2009 - PINCONNING PARK IMPROVEMENTS - \$325,000 - DEVELOPMENT. THE MICHIGAN LEGISLATURE UNANIMOUSLY VOTED TO ALLOW THE MNRTF TO AGAIN RECEIVE ROYALTIES FROM OIL, GAS AND MINING ON PUBLIC LAND TO FUND LAND CONSERVATION AND RECREATION, TO COMMIT AT LEAST 25% OF TRUST FUND DOLLARS TO BUILDING AND RENOVATING PUBLIC RECREATION FACILITIES LIKE TRAILS, PARKS AND RIVERS AND LAKE ACCESS AND AT LEAST 25% FOR LAND CONSERVATION, AND REQUIRING 20% OF STATE PARKS ENDOWMENT FUND EXPENDITURES BE FOR IMPROVEMENTS AT STATE PARKS, WITHOUT RAISING TAXES. MICHIGAN VOTERS WILL NOW HAVE THE OPPORTUNITY TO APPROVE THESE CHANGES IN THE 2020 GENERAL ELECTION, THUS AMENDING ARTICLE IX, SECTION 35 AND 35A OF THE MICHIGAN CONSTITUTION. IT WAS SUPPORTED BY COMM. BEGICK AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.

COMM.  
DURANCZYK:

COMM. DURANCZYK COMMENTED PINCONNING PARK WAS A RECIPIENT OF GRANT FUNDS AND THIS WAS A GOOD THING. HOPEFULLY WE WILL BE ALLOWED TO SECURE MORE FUNDS DOWN THE ROAD.



- CRISTEN GIGNAC: CRISTEN GIGNAC, RECREATION AND FACILITIES MANAGER SHARED THE MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF) HAS GRANTED BAY COUNTY OVER \$870,000 SINCE 1988 FOR BAY COUNTY PROJECTS. A TOTAL OF \$6.6 MILLION FOR OUR AREA AND THAT INCLUDES THE CITY AND TOWNSHIPS. PER CRISTEN, THIS IS A GREAT GRANT PROGRAM THAT HELPS OUR NATURAL RESOURCES AND A WONDERFUL THING TO SUPPORT.
- COMM. COONAN: COMM. COONAN, ASKED CRISTEN IF THIS WAS GOING ON THE BALLOT? PER CRISTEN, YES IT WAS. CRISTEN SHARED THE LEGISLATION WAS CHANGING FOR US TO RECEIVE ROYALTIES FROM OIL, GAS AND MINING AND THE MICHIGAN CONSTITUTION WAS CHANGING SO THIS HAD TO BE VOTED ON BY THE VOTERS.
- RES. 2020-179: COMM. LUTZ MOVED TO ADOPT RES. 2020-179, TO RECEIVE THE EMPLOYMENT STATUS REPORT - AUGUST 2020. IT WAS SUPPORTED BY COMM. KRYGIER AND ADOPTED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.
- RES. 2020-180: COMM. LUTZ MOVED TO ADOPT RES. 2020-180, URGED THE PRESIDENT OF THE UNITED STATES, THE SENATE AND CONGRESS TO PROVIDE THE FINANCIAL ASSISTANCE REQUIRED TO AID STATES AND LOCAL UNITS OF GOVERNMENT AS THEY CONTINUE TO DEAL WITH THE ECONOMIC LONG TERM EFFECTS OF COVID-19; BE IT FINALLY THAT COPIES OF THIS RESOLUTION BE FORWARDED TO THE PRESIDENT TO THE UNITED STATES , OUR FEDERAL AND STATE REPRESENTATIVES, THE MICHIGAN ASSOCIATION OF COUNTIES AND THE OTHER 82 MICHIGAN COUNTIES. FEDERAL ASSISTANCE TO STATE AND LOCAL GOVERNMENTS IS ONE OF THE MOST EFFECTIVE WAYS TO SUPPORT THE ECONOMY IN A DOWNTURN. IT WAS SUPPORTED BY COMM. KRYGIER AND PASSED BY ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, HEREK, RYDER, LUTZ AND DURANCZYK, 0 NAYS.
- COMM. COONAN: COMM. COONAN COMMENTED THIS RESOLUTION WAS SO WELL WRITTEN, HE ASKED THE COUNTY CLERK, CYNTHIA A. LUCZAK TO READ THE WHOLE RESOLUTION. COMM. COONAN COMMENTED A LOT OF PEOPLE ARE HURTING DUE TO THIS COVID-19 PANDEMIC AND HOPEFULLY THE HOUSE AND THE SENATE WORK TOGETHER AND COME UP WITH SOME KIND OF PACKAGE TO HELP PEOPLE OUT.
- COMM. BEGICK: COMM. BEGICK SHARED NACO AND MICHIGAN ASSOCIATION OF COUNTIES HAVE BEEN WORKING ON ANOTHER PACKAGE. THEY

NOW HAVE A HOT LINE THAT YOU CAN CONTACT YOUR LEGISLATOR. PER COMM. BEGICK THEY ARE GETTING CLOSE AND HOPEFULLY A PACKAGE WILL BE COMING SOON.

EXECUTIVE JIM  
BARCIA:

EXECUTIVE JIM BARCIA COMMENDED COMM. COONAN FOR HIS COMMENTS AND RESOLUTION. HE SHARED WE HAVE NOT SEEN THE END OF THIS VIRUS AND THERE IS NO WAY OF PREDICTING THE END SO HOPEFULLY EVERYONE COMES TOGETHER AND WORKS OUT A COMPROMISE. PER BARCIA, COUNTY EXECUTIVES OF AMERICA AND BOARD OF DIRECTORS HAVE BEEN LOBBYING ALSO.

### **REPORTS OF COUNTY OFFICIALS/DEPARTMENTS**

#### **COUNTY EXECUTIVE**

EXECUTIVE JIM  
BARCIA:

EXECUTIVE JIM BARCIA SHARED WE RECENTLY LOST A CHAMPION OF OUR VETERAN CAUSES IN OUR REGION, MR. MICHAEL KEGLEY. HE PLAYED A ROLE IN THE 20 YEAR BATTLE FOR THE USS EDISON. HE WAS WELL LOVED IN THE COMMUNITY AND WILL BE DEEPLY MISSED. HE ALSO COMMENTED, THIS MORNING HE ATTENDED THE RIBBON CUTTING CEREMONY AT THE NEW MY COMMUNITY DENTAL CENTER/BAY COUNTY HEALTH DEPARTMENT PARTNERSHIP. IT IS LOCATED OUT ON CENTER AVENUE AND THEY WILL PROVIDE AFFORDABLE, QUALITY DENTAL CARE FOR BAY COUNTY RESIDENTS AND BEYOND THE REGION. THEY'VE BEEN OPEN FOR A WEEK AND HAVE ALREADY SCHEDULED 188 APPOINTMENTS. JIM ALSO SHARED THAT CRAIG GOULET UPDATED HIM THAT THE ANIMAL SHELTER PAIRED UP WITH THE SAGINAW CORRECTIONAL FACILITY IN FREELAND AND THEY NOW HAVE A PROGRAM TO TRAIN DOGS FOR VETERANS. IF ANYONE HAS QUESTIONS PLEASE CONTACT CRAIG GOULET.

#### **UNFINISHED BUSINESS**

THERE WAS NO UNFINISHED BUSINESS

#### **NEW BUSINESS**

THERE WAS NO NEW BUSINESS

#### **MISCELLANEOUS**

COMM  
DURANCZYK:

COMM. DURANCZYK ANNOUNCED HE CONSULTED WITH THE HEALTH DIRECTOR, THE OCTOBER BOARD MEETING WILL BE HELD

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VIA ZOOM. HE ALSO THANKED JULIE, JODI AND NICK FOR GETTING THESE MEETINGS UP AND RUNNING, GREAT JOB!

COMM. BEGICK: COMM. BEGICK SHARED THE BAY CITY LIONS CLUB IS HAVING A PAW PALOOZA, SEPTEMBER 19, 2020, 9AM TO 2PM, AT THE CANTEEN. ALL THE FUNDS RAISED WILL GO TO THE ANIMAL SERVICES AND ADOPTION CENTER AND ALSO TO LEADER DOGS OF MICHIGAN.

CRAIG GOULET: CRAIG GOULET, ADMINISTRATIVE SERVICES DIRECTOR, EXPANDED ON WHAT EXECUTIVE JIM BARCIA SPOKE ABOUT EARLIER. BAY COUNTY WAS FORTUNATE TO PARTNER UP WITH BLUE STAR SERVICE DOG. THIS ORGANIZATION SPECIALIZES ON TAKING DOGS TO PRISONS AND TRAINING THEM FOR VETERANS WHO SUFFER FROM PTSD AND OTHER TRAUMATIC TYPE INJURIES. IT IS A GREAT PROGRAM AND SO FAR BAY COUNTY HAS HAD SOME DOGS SELECTED FOR THE PROGRAM. CRAIG ALSO THANKED HIS STAFF AT THE BAY COUNTY SERVICES AND ADOPTION CENTER FOR THINKING OUT OF THE BOX AND TRYING TO HELP THESE ANIMALS BE SUCCESSFUL. HE ALSO THANKED EXECUTIVE JIM BARCIA AND THE BOARD OF COMMISSIONERS FOR THEIR SUPPORT.

### **ANNOUNCEMENTS**

CHAIRMAN DURANCZYK NOTED THE UPCOMING 2020 APPOINTMENTS AS FOLLOWS:

1. OCTOBER:

A. LAND BANK AUTHORITY - (ONE 3-YEAR TERM EXPIRING - ANDREW NIEDZINSKI, CITY COMMISSIONER)

B. DEPARTMENT OF HEALTH AND HUMAN SERVICES BOARD OF DIRECTORS - (ONE 3-YEAR TERM - SANDY SHUTT)

2. NOVEMBER:

A. BUILDING AUTHORITY (ONE 6-YEAR TERM EXPIRING - DARRELL MACIAG)

3. DECEMBER:

A. DEPARTMENT ON AGING ADVISORY COMMITTEE (FOUR 2-YEAR TERMS EXPIRING: DISTRICTS 2, 4, 6 AND 1 AT LARGE)



**CLOSED SESSION**

THERE WAS NO NEED FOR A CLOSED SESSION

**RECESS/ADJOURNMENT**

MOTION 67: COMM. KRYGIER MOVED TO ADJOURN THE REGULAR BOARD SESSION OF SEPTEMBER 8, 2020. IT WAS SUPPORTED BY COMM. LUTZ THE MEETING CONCLUDED AT 4:55 P.M. BY A ROLL CALL VOTE : 7 YEAS, COMM. KRYGIER, BEGICK, COONAN, RYDER, LUTZ, DURANCZYK AND HEREK, 0 NAYS .

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MICHAEL DURANCZYK, CHAIRMAN  
BOARD OF COMMISSIONERS

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CYNTHIA A. LUCZAK  
BAY COUNTY CLERK  
BOARD OF COMMISSIONERS

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TINA MUELLER  
SECRETARY TO THE CLERK  
BOARD OF COMMISSIONERS